DATE: 01-06-10

TO: Jeanne McCullars

FROM: Calvina Thomas, RN, Ph.D.

RE: Site visit for PN Program

Jeanne,

Your 2010 survey visit should be scheduled for this coming Spring. Last time the visit was in April. Review your calendar and let me know a couple of dates we might look at. This survey visit is designed to confirm program compliance with the Board of Nursing regulations in order to assure the Board's mandate to protect the public's health and safety. Following the survey, the Board will act on your program's approval status. To facilitate your preparation for the visit I am enclosing a copy of the Nursing Education Program Survey Self Guide. The information that needs to be submitted is marked, the rest I will review on the site visit.

I would like you to develop a schedule for the day's visit, starting at 9:30 a.m. I will arrive the morning of the survey.

The following activities should be scheduled:

1. Tour of the nursing building, support facilities, such as the library, resource/learning center, and any other areas you feel will assist the Board in evaluating the adequacy of the facilities available to faculty and students.
2. Meeting with the director/chairperson. (Allow 30 minutes)
3. Time to review on-site materials. (Allow 30 minutes)
4. Meeting with each class group, or level of students (without faculty present). (Allow 20 minutes per group)
5. Meeting with the total nursing faculty without director/chairperson present. (Allow 30 minutes)
6. Meeting with the college president or academic dean and/or other administrators who have responsibility for the nursing program. (Allow 20 minutes). I do not have to meet with them separately.
7. Exit interview. The exit interview is open to anyone you would like to attend. This is a time for dialog and discussion so it is good to have 30 minutes available.
I am flexible so if you need to adjust the agenda that is fine.

Please have your self study documents, agenda and a map or directions to your school (parking) returned at least four weeks prior to the visit.

Please do not hesitate to contact me at (501) 686-2786 if you have questions regarding any aspect of the visit.

I am looking forward to visiting your program.
# Arkansas State Board of Nursing Approval Survey for Nursing Education Programs

**NAME OF NURSING PROGRAM:** __________________________  **DATE OF SURVEY:** __________________________

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<thead>
<tr>
<th>New Minimum Standards</th>
<th>Criteria</th>
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<tbody>
<tr>
<td><strong>A. ADMINISTRATION AND ORGANIZATION</strong></td>
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<td>1. Institutional Accreditation</td>
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<td>SEND IN DOCUMENTATION OF ACCREDITATION (LETTER OF LAST VISIT)</td>
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<td>The parent institution shall be approved by the appropriate state body.</td>
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<td>2. Institutional Organization</td>
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<td>a. The parent institution shall be a post-secondary educational institution, hospital, or consortium of such institutions.</td>
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<td>b. The institutional organizational chart shall indicate lines of authority and relationships with administration, the program, and other departments.</td>
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<td>SEND IN ORGANIZATIONAL CHARTS</td>
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<td>c. The program shall have at least equal status with comparable departments of the parent institution</td>
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<td>3. Program Organization</td>
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<td>SEND IN PROGRAM’S ORGANIZATIONAL CHART</td>
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<td>a. The program shall have a current organizational chart.</td>
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<td>b. The program shall have specific current job descriptions for all positions.</td>
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<td>SEND IN JOB DESCRIPTIONS FOR EACH PROGRAM EMPLOYEE</td>
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<td><strong>B. PHILOSOPHY AND GRADUATE COMPETENCIES</strong></td>
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<td>SEND IN COPY OF PARENT INSTITUTION AND PROGRAM’S PHILOSOPHY</td>
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<td>1. The philosophy of the program shall be in writing and consistent with the mission of the parent institution.</td>
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<td>2. Graduate competencies shall be derived from the program’s philosophy.</td>
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<td>SEND IN GRADUATE COMPETENCIES</td>
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<td>3. The philosophy and graduate competencies shall serve as the framework for program development and maintenance.</td>
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<td><strong>C. RESOURCES</strong></td>
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<td>SEND IN BUDGET OF PROGRAM</td>
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<td>1. Financial Resources</td>
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<td>a. There shall be adequate financial support to provide stability, development and effective operation of the program.</td>
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<td>b. The director of the program shall administer the budget according to parent institutional policies.</td>
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<td>CRITERIA: Minimum Standards</td>
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<td>Comments/Documentation</td>
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<td>c. The director shall make budget recommendations with input from the faculty and staff.</td>
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<td>SEND IN INFORMATION ON LIBRARY HOLDINGS, TIMES OPEN, BUDGET PLAN, HOURS OPEN AND POLICY ON DELETING OUTDATED MATERIAL.</td>
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<td>2. Library and Learning Resource Center</td>
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<td>a. Each program and each satellite campus shall have a library or learning resource center with the following:</td>
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<td>(1) Current holdings to meet student educational needs, faculty instructional needs, and scholarly activities.</td>
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<td>(2) Budget plan for acquisitions of printed and multi-media materials.</td>
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<td>(3) Written process for identifying and deleting outdated holdings.</td>
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<td>(4) Resources and services accessible and conveniently available.</td>
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<td>b. The library of a baccalaureate, diploma, associate degree or practical nurse program shall be under the direction of a qualified master's degree librarian.</td>
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<td>SEND IN DEGREE OF LIBRARIAN</td>
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<td>D. FACILITIES</td>
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<td>1. Classrooms and Laboratories</td>
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<td>a. Each program and satellite campus shall have a clinical skills laboratory equipped with necessary educational resources.</td>
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<td>b. Classrooms and laboratories shall be:</td>
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<td>(1) Available at the scheduled time</td>
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<td>(2) Adequate in size for number of students</td>
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<td>(3) Climate controlled, ventilated, lighted and</td>
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<td>(4) Equipped with seating, furnishings and equipment conducive to learning and program goals.</td>
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<td>c. Adequate storage space shall be available.</td>
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<td>c. Facilities shall be in compliance with applicable local, state, and federal rules and regulations related to safety and the Americans with Disabilities Act.</td>
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<td>2. Offices</td>
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<td>a. The director of the program shall have a private office.</td>
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**CRITERIA: Minimum Standards**

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<tr>
<th>b. Faculty members shall have adequate office space to complete duties of their positions and provide for uninterrupted work and privacy for conferences with students.</th>
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<td>c. There shall also be adequate:</td>
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<td>1) Office space for clerical staff</td>
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<td>2) Secure space for records, files, equipment, and supplies and</td>
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<td>3) Office equipment and supplies to meet the needs of faculty and clerical staff.</td>
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<td>3. Clinical Facilities</td>
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<td>a. Clinical facilities and sites shall provide adequate learning experiences to meet course objectives.</td>
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<td>b. Clinical sites shall be adequately staffed with health professionals.</td>
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<td>c. The program shall have a current and appropriate written agreement with each clinical site.</td>
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<td>d. Written agreements shall include a termination clause and be reviewed annually.</td>
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<td>e. Students shall receive orientation to each clinical site.</td>
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<td>F. PERSONNEL</td>
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<td>1. Program Director</td>
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<td>a. The program director shall have a current unencumbered registered nurse license to practice in Arkansas and be employed full time.</td>
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<td>b. The practical nursing program director shall have a minimum of a baccalaureate degree in nursing. Directors appointed prior to January 1, 2004, shall be exempt for the duration of their current position.</td>
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<td>c. The baccalaureate, diploma or associate degree program director shall have a minimum of a master’s degree in nursing.</td>
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<td>d. The program director shall have previous experience in clinical nursing practice and/or education.</td>
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<td>e. The program director’s primary responsibility and authority shall be</td>
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<td>CRITERIA: Minimum Standards</td>
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<td>to administer the nursing program.</td>
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<tr>
<td>(1) The program director shall be accountable for program administration, planning, implementation, and evaluation.</td>
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<td>(2) Adequate time shall be allowed for relevant administrative duties and responsibilities.</td>
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<td>f. The licensure examination application shall be authorized by the nursing program director to assure the applicant has completed the program.</td>
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<td>2. Faculty and Assistant Clinical Instructors</td>
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<tr>
<td>a. Faculty shall hold a current unencumbered registered nurse license to practice in Arkansas.</td>
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<td>b. Faculty shall have had previous experience in clinical nursing.</td>
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<td>c. Faculty teaching in a baccalaureate, diploma, associate degree or practical nurse program shall have a degree or diploma above the type of education program offered.</td>
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<tr>
<td>d. Nurses serving as assistant clinical instructors in a baccalaureate, diploma, associate degree or practical nurse program may have a degree or diploma at or above the type of education program offered.</td>
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<td>e. Assistant clinical instructors shall:</td>
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<td>(1) Be under the direction of faculty.</td>
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<td>(2) Hold a current unencumbered license to practice in Arkansas.</td>
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<td>(3) Have a minimum of one-year experience in the clinical area.</td>
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<td>f. All faculty shall maintain education and clinical competencies in areas of instructional responsibilities.</td>
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<td>g. Non-nurse faculty shall meet the requirements of the parent institution.</td>
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<td>h. Faculty shall be organized with written policies, procedures and, if appropriate, standing committees.</td>
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<td>i. Nursing faculty policies shall be consistent with parent institutional policies.</td>
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### Criteria: Minimum Standards

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<th>Criteria</th>
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<th>Comments/Documentation</th>
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<td>j. Program specific policies shall be developed by nursing faculty.</td>
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<td>k. A planned program specific orientation for new faculty shall be in writing and implemented.</td>
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<td>SEND IN ORIENTATION PLAN</td>
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<td>l. Consideration shall be given to safety, patient acuity, and the clinical area in determining the necessary faculty to student ratio for clinical experiences. The faculty to student ratio in clinical experiences shall be no greater than 1:10.</td>
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<td>SEND IN INFORMATION ON FACULTY – STUDENT RATIO</td>
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<td>m. The minimum number of faculty shall be one (1) full-time member in addition to the director.</td>
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<td>n. Faculty meetings shall be regularly scheduled and held. Minutes shall be maintained in writing.</td>
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<td>SEND IN FACULTY ACTIVITIES</td>
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<td>o. Faculty members shall participate in program activities as per policies and procedures</td>
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3. Support Staff

There shall be secretarial and other support staff sufficient to meet the needs of the program.

F. Preceptors

1. Preceptor Utilization
   a. Preceptors shall not be utilized in foundation or introductory courses.
   b. Preceptors shall not be considered in clinical faculty-student ratio. The ratio of preceptor to student shall not exceed 1:2.
   c. There shall be written policies for the use of preceptors, that include:
      1) Communications between the program and preceptor concerning students;
      2) Duties, roles, and responsibilities of the program, preceptor, and student; and
      3) An evaluation process.
   d. All preceptors shall be listed on the annual report by area, agency and number of students precepted.

2. Preceptor Criteria
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<th>CRITERIA: Minimum Standards</th>
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<tr>
<td>a. Baccalaureate, diploma, associate degree or practical nurse program student preceptors shall hold a current unencumbered license to practice as a registered nurse in Arkansas. Practical nurse student preceptors shall hold a current unencumbered license to practice as a registered nurse, licensed practical nurse, or licensed psychiatric technician nurse in Arkansas.</td>
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<td>b. Preceptors shall have a minimum of one year experience in the area of clinical specialty for which the preceptor is utilized.</td>
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<td>c. Preceptors shall participate in evaluation of the student.</td>
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<td>3. Student Criteria</td>
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<td>a. Precepted students shall be enrolled in courses specific to the preceptor’s expertise.</td>
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<td>b. Precepted students shall have appropriate learning experiences prior to the preceptorship.</td>
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<td>c. There shall be no reimbursement to students for the educational preceptorship.</td>
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<td>4. Faculty Criteria</td>
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<td>a. Program faculty shall be responsible for the learning activity.</td>
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<td>b. Program faculty shall be available for consultation with Student and preceptor.</td>
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<td>c. Program faculty shall be responsible for the final evaluation of the experience.</td>
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<td>5. STUDENTS</td>
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<td>1. Admissions, Readmissions, and Transfers</td>
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<td>a. There shall be written policies for admission, readmission, transfer, and advanced placement of students.</td>
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<td>b. Admission criteria shall reflect consideration of potential to complete the program and meet standards to apply for licensure (See ACA § 17-87-312).</td>
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<td>SEND IN STUDENT ADMISSION, READMISSION AND TRANSFER POLICIES AND CRITERIA</td>
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<td>CRITERIA: Minimum Standards</td>
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<td>c. Students who speak English as a second language shall meet the same admission criteria as other students and shall pass an English proficiency examination.</td>
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<td>d. Documentation of high school graduation or an equivalent, as determined by the appropriate educational agency, shall be an admission requirement.</td>
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<td>2. Progression and Graduation: There shall be written policies for progression and graduation of students.</td>
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<td>SENIO IN POLICIES OF PROGRESSION AND GRADUATION</td>
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<td>3. Student Services</td>
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<td>SENIO IN STUDENT HANDBOOK, CATALOG ETC THAT WILL HAVE THE STUDENT INFORMATION</td>
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<td>a. Academic and financial aid services shall be accessible to all Students.</td>
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<td>b. If health services are not available through the parent institution, a plan for emergency care shall be in writing.</td>
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<td>c. There shall be provision for a counseling and guidance program separate from nursing faculty.</td>
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<td>4. Appeal Policies: Appeal policies shall be in writing and provide for academic and non-academic grievances.</td>
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<td>5. Program Governance: Students shall participate in program Governance as appropriate.</td>
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<td>H. STUDENT PUBLICATIONS</td>
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<td>SENIO IN APPROPRIATE DOCUMENTS</td>
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<td>1. Publications shall be current, dated, and internally consistent with parent institution and program materials.</td>
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<td>2. The following minimum information shall be available in writing for prospective and current students:</td>
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<td>a. Approval status of the program granted by the Board</td>
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<td>b. Admission criteria</td>
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<td>c. Advanced placement policies</td>
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<td>d. Curriculum plan</td>
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<td>e. Program costs</td>
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<td>f. Refund policy</td>
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<td>g. Financial aid information</td>
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<td>CRITERIA: Minimum Standards</td>
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<td>h. Information on meeting eligibility standards for licensure, including information on</td>
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<td>SEND IN CURRICULUM PLAN AND SYLLABI</td>
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<td>ACA § 17-87-312 and that graduating from a nursing program does not assure ASBN's</td>
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<td>approval to take the licensure examination.</td>
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<td>3. The student handbook shall include the following minimum information:</td>
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<td>a. Philosophy and graduate competencies.</td>
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<td>b. Policies related to substance abuse, processes for grievances and appeal, grading,</td>
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<td>progression, and graduation.</td>
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<td>c. Student rights and responsibilities.</td>
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<td>I. EDUCATIONAL PROGRAM</td>
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<td>1. The education program shall include curriculum and learning experiences essential for</td>
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<td>the expected entry level and scope of practice.</td>
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<td>a. Curriculum development shall be the responsibility of the nursing faculty.</td>
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<td>b. Curriculum plan shall be organized to reflect the philosophy and graduate competencies</td>
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<td>c. Courses shall be placed in a logical and sequential manner showing progression of</td>
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<td>knowledge and learning experiences</td>
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<td>d. Courses shall have written syllabi indicating learning experiences and requirements.</td>
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<td>e. Theory content shall be taught concurrently or prior to related clinical experience</td>
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<td>f. Clinical experiences shall include expectations of professional conduct by students.</td>
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<td>g. Curriculum plans for all programs shall include appropriate Content in:</td>
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<td>(1) Introduction to current federal and state patient care guidelines.</td>
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<td>(2) Current and emerging infectious diseases.</td>
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<td>(3) Emergency preparedness for natural and man made disasters.</td>
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<td>(4) Impact of genetic research and cloning.</td>
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<td>CRITERIA: Minimum Standards</td>
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<td>(5) End of life care.</td>
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<td>(6) Legal and ethical aspects of nursing, including the Arkansas Nurse Practice Act</td>
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<td>2. The curriculum plan for practical nurse programs shall include:</td>
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<td>a. Theoretical content and clinical experiences that focus on:</td>
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<td>(1) Care for persons throughout the life span including cultural sensitivity</td>
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<td>(2) Restoration, promotion, and maintenance of physical and mental health</td>
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<td>(3) Prevention of illness for individuals and groups</td>
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<td>b. The length of the practical nurse curriculum shall be no less than ten (10) calendar months which includes at least thirteen hundred (1300) contact hours.</td>
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<td>c. Theory content may be in separate courses or integrated and shall include at least the following:</td>
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<td>(1) Anatomy and physiology</td>
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<td>(2) Nutrition</td>
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<td>(3) Pharmacology and intravenous therapy</td>
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<td>(4) Growth and development throughout the life span</td>
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<td>(5) Fundamentals of nursing</td>
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<td>(6) Gerontological nursing</td>
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<td>(7) Nursing of adults</td>
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<td>(8) Pediatric nursing</td>
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<td>(9) Maternal/infant nursing</td>
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<td>(10) Mental health nursing</td>
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<td>(11) Principles of management in long term care, including delegation</td>
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### CRITERIA: Minimum Standards

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<th>Comments/Documentation</th>
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d. Clinical experiences shall be in the areas of:
   1. Fundamentals of nursing
   2. Nursing of adults
   3. Pediatric nursing
   4. Gerontological nursing
   5. Maternal/infant nursing
   6. Mental health
   7. Administration of medications, including intravenous therapy
   8. Management in long term care, including delegation

3. The curriculum plan for baccalaureate, diploma, or associate degree nurse programs shall include:
   a. Theoretical content and clinical experiences that focus upon:
      1. The prevention of illness and the restoration, promotion, and maintenance of physical and mental health.
      2. Nursing care based upon assessment, analysis, planning, implementing, and evaluating.
      3. Care for persons throughout the life span, including cultural sensitivity.
   b. Course content may be in separate courses or integrated and shall include at least the following:
      1. Biological and physical sciences content:
         a. Chemistry
         b. Anatomy and physiology
         c. Microbiology
         d. Pharmacology
         e. Nutrition
         f. Mathematics
**CRITERIA: Minimum Standards**

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<td>(2) Behavioral science and humanities content:</td>
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<td>a. Psychology</td>
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<td>b. Sociology</td>
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<td>c. Growth and Development</td>
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<td>d. Interpersonal relationships</td>
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<td>e. Communication</td>
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<td>f. English composition</td>
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<td>(3) Nursing science content:</td>
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<td>a. Medical surgical adult</td>
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<td>b. Pediatrics</td>
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<td>c. Maternal/Infant</td>
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<td>d. Gerontology</td>
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<td>e. Mental Health</td>
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<td>f. Leadership, including nursing management and delegation</td>
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<td>g. Baccalaureate programs shall include community health</td>
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<td>(4) Clinical experiences shall be in the areas of:</td>
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<td>a. Medical/surgical</td>
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<td>e. Gerontology</td>
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<td>f. Leadership and management, including delegation</td>
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<td>g. Rehabilitation</td>
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<td>h. Baccalaureate programs shall include clinical in community health</td>
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**J. PROGRAM EVALUATION**

1. Faculty shall be responsible for program evaluation.

2. A systematic evaluation plan of all program aspects shall be in writing, implemented, and include: philosophy and graduate competencies, curriculum, policies, resources, facilities, faculty, students, graduates, and employer evaluation of graduates.

3. The outcomes of the systematic evaluations shall be used for ongoing maintenance and development of the program.
<table>
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<th>CRITERIA: Minimum Standards</th>
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<tr>
<td>4. Appropriate records shall be maintained to assist in overall evaluation of the program after graduation.</td>
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<td>5. The systematic program evaluation plan shall be periodically reviewed.</td>
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<td>6. Students shall evaluate the courses, instructors, preceptors, and clinical experiences throughout the program, and the overall program after graduation.</td>
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<td>SENO SAMPLES OF EVALUATION FORMS</td>
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**K. RECORDS**

1. Transcripts of all students enrolled in the program shall be maintained according to policies of the parent institution.
   a. Transcripts shall reflect courses taken.
   b. The final transcript shall include:
      1. Dates of admission.
      2. Date of separation or graduation from the program.
      3. Hours/credits/units earned, degree, diploma, or certificate awarded.
      4. The signature of the program director, registrar, or official electronic signature.
      5. The seal of the school or be printed on security paper or an official electronic document.
   c. Current program records shall be safely stored in a secure area.
   d. Permanent student records shall be safely stored to prevent loss by destruction and unauthorized use.
STAFF ANALYSIS OF INSTITUTIONAL REPORT

DATE: February 18, 2008
STAFF: John A. Taylor
REVIEWED BY: Katherine C. Delaney

INSTITUTION: Phillips Community College of The University of Arkansas, Helena, AR

EXECUTIVE OFFICER: Steven F. Murray, Chancellor

PREVIOUS COMMISSION ACTION RE: REPORT: A progress report due on 2/01/08 focused on planning processes.

ITEMS ADDRESSED IN REPORT: The office of the Commission received Phillips Community College of The University of Arkansas's report on the above topic on 2/4/08.

STAFF ANALYSIS: Phillips Community College of The University of Arkansas presented a very rich progress report on planning at the College. The years since the last comprehensive visit in the fall 2004 have been productive ones for the College in terms of planning.

The progress report documented at least three very productive planning initiatives at the College:

• **Vital Focus:** This planning initiative started in preparation for the comprehensive visit in 2004 and continued beyond. From conversations throughout the College community, three planning foci were identified: communication, recruitment and retention. The institutional plan is organized around these three overriding planning priorities for the College.

• **Foundations of Excellence:** The Winthrop Rockefeller Foundation sponsored the foundations of Excellence (FoE) in Arkansas. PPUAR was invited to participate in this program for change, which includes an institutionally driven self-study, and improvement plan focused on the experiences of the first year student. The College's involvement in this program has resulted in an enrollment management plan, increased campus-wide awareness of the importance of the first year
experience, a greater interest in student success, and improved collaboration among academic services and student service.

- **Achieving the Dream:** In the spring of 2007, the College applied for and received a five-year grant for *Achieving the Dream*. This initiative, based on a program of the Lumina Foundation, is also sponsored by the Winthrop Rockefeller Foundation. The $50,000 planning grant for the first year will enable the College to complete the planning and prioritizing work of FoE and provide funding in years two through five to implement the planning initiatives.

In addition, the progress report outlined the College's involvement with the community in planning, as well as the community's involvement in the College's planning activities.

On a three-year cycle, the College will conduct a Community Conversation similar to that of the *Achieving the Dream* initiative and a College Conversation much like the Conversation Days of *Vital Focus*. Strategic goals and objectives will be developed from these conversations.

Appended to the report was the Institutional Plan, which included the three foci of *Vital Focus* and supporting plans from the Assessment, Enrollment, Business & Industry, Distance Learning, Instructional & Curriculum, Resource Development, Technology and Web Advisory committees. It is a very thorough, detailed and realistic institutional plan.

The overall Technology Plan was also appended to the report, as was the Facilities Master Plan for the College's three campuses.

This was an impressive progress report on planning that documented sound and innovative planning processes, focused and credible planning documents, and broad outreach of the College through its planning functions. The College is commended for its remarkably effective planning processes and documents.

**STAFF ACTION:** Accept the report focused on planning processes. No further reports are required. The institution's next comprehensive evaluation is scheduled for 2014-2015.
February 18, 2008

Dr. Steven F. Murray  
Chancellor  
Phillips Community College of The University of Arkansas  
Box 785  
1000 Campus Drive  
Helena, AR 72342

Dear Chancellor Murray:

The progress report you submitted to our office has now been reviewed. A staff analysis of the report is enclosed.

On behalf of the Commission, I accept the report on planning processes. No further reports are required. The institution's next comprehensive evaluation is scheduled for 2014.

I am also enclosing a copy of the institution's Statement of Affiliation Status, which reflects the actions I have taken on behalf of the Commission. If you have any questions about this analysis or any other evaluation matters, please let me know. I can be reached via email at jtaylor@hlcommission.org or by voice at (800) 621-7440 x 104.

Sincerely,

John A. Taylor, D.Mus.Ed.  
Director, Program to Evaluate and Advance Quality

Enclosures
STATEMENT OF AFFILIATION STATUS

PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
Box 785  1000 Campus Drive
Helena, AR  72342

Affiliation Status:  Candidate: 1970*
Accreditation: (1972- )

PEAQ PARTICIPANT

Nature of Organization
Legal Status:  Public
Degrees Awarded:  A

Conditions of Affiliation:
Stipulations on Affiliation Status: None.
Approval of New Degree Sites: Prior Commission approval required.
Approval of Distance Education Degrees: Prior Commission approval required for additional degrees beyond those offered through the consortium of three institutions: University of Arkansas Community College at Hope, the University of Arkansas Community College at Batesville, and Phillips Community College at the University of Arkansas.

Reports Required:
Progress Report: 02/01/2008; A report on planning processes.

Other Visits Scheduled:
None.

Summary of Commission Review
Year of Last Comprehensive Evaluation: 2004 - 2005
Date of Last Action: 02/15/2005
September 15, 2005

Ms. Hazel Smith, RN, PN Program Coordinator
PCCUA – DeWitt
Practical Nurse Program
P. O. Box 427
DeWitt, AR 72042

Dear Ms. Smith:

The Arkansas State Board of Nursing, in regular session September 15, 2005, voted to grant Continued Full Approval to the Phillips Community College of the U. of A. – DeWitt Practical Nurse Program until the year 2010. Your certificate of full approval is enclosed. Your next survey will be placed on the calendar for the year 2010.

If you have questions, please do not hesitate to contact me. It has been a pleasure working with you and your staff.

Sincerely,

Calvina Thomas, RN, PhD
Assistant Director of Nursing Education

CT:ms
enclosure
May 14, 2002

Ms. Amy Hudson, RN, Dean
Department of Nursing
PCC/U of A – Helena
P. O. Box 785
Helena, AR 72342-0785

Dear Ms. Hudson:

The Arkansas State Board of Nursing, in regular session May 9, 2002, voted to grant approval to the Phillips Community College of the University of Arkansas Practical Nurse Satellite program. The program start will be fall of 2002 with documentation that the needs have been met. Your next survey will be placed on the calendar for the year 2007.

If you have questions, please do not hesitate to contact me. It has been a pleasure working with you and your faculty.

Sincerely,

Calvina Thomas, RN, PhD
Assistant Director of Nursing Education

CT: ms
Enclosure

cc: Dr. Steve Jones, Chancellor
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS

PRACTICAL NURSING PROGRAM

DEAN OF ALLIED HEALTH

PROGRAM COORDINATOR

FACULTY

ANCILLARY PERSONNEL

HWH DISTANCE EDUCATION SITE

FACULTY COMMITTEE

CURRICULUM COMMITTEE
See PN Faculty Handbook
- Instructor, p. 6
- Program Coordinator, p. 7
- Dean of Allied Health, p. 8
College Mission
The Phillips Community College District is a multi-campus, two-year college serving Eastern Arkansas. The college is committed to individual, organizational and community development. It provides accessible, affordable education, training and public services that are consistent with the goals and objectives of its students and the communities it serves. Through its numerous programs and partnerships, the College provides high quality educational opportunities and supports the economic growth of Eastern Arkansas. Phillips Community College is a member of the University of Arkansas System.

Vision Statement for Phillips Community College
Phillips Community College will be a leading post-secondary institution in the Delta, recognized for its excellence in higher education, public service, and community development. The college will be a primary choice for citizens preparing for the job market, pursuing career advancement opportunities, or seeking to transfer to four-year colleges and universities. Partnerships with schools, business groups, governmental agencies, and other higher education institutions will contribute to an organizational environment that enhances the economic development and quality of life in the region.

The college will be recognized throughout the state, and at both the regional and national levels, for its ability to provide quality teaching, student and public service, community development programs, research-based evaluation of programs and services, and innovative technology to its community.

Statement of Institutional Values
Phillips Community College respects the diversity of its student body and community. The college also recognizes the worth and potential of each student. Therefore, the college affirms the following beliefs and values:

Commitment to Students
Students are our top priority. We believe that providing quality instruction, learning resources and support services enhances the growth and development of our students.

Commitment to Excellence in Education
Our goal is to provide quality service. We believe in providing, with accountability, excellent educational programs and student support services.

Commitment to Community
Public service is our second priority. We recognize the importance of enhancing the economic vitality and quality of life for all citizens of the communities we serve.

Commitment to Access
We believe in providing access to programs and services to all students who may benefit from higher education, and we believe that the college should represent the diversity of the communities it serves.

Commitment to Faculty and Staff
Recognition of work well done is important. We will recognize the contribution of all individuals who collectively create positive learning and working environments. All members of the college community shall have the opportunity to enhance their potential for purposeful, gratifying, and productive lives.

Quality Campus Climate
Positive attitudes enhance both learning and working at the college. We recognize the importance of providing a working and learning environment that is characterized by integrity, clear communication, open exchange of ideas, involvement in decision making, and respect for all individuals.

Role and Scope Statement
The college implements its mission, vision, and values through a clearly defined set of programs and services that include:

• College-level Credit Programs The college offers credit courses leading to associate degrees, diplomas, and certificates in technical, occupational fields and designed-to-transfer majors.

• Continuing Education Programs The college provides professional and occupational development for individuals, businesses, industries, and governmental and health agencies. A variety of self-supporting non-credit activities for personal enhancement are also available.

• Student Development Programs and Services The college offers developmental programs and services to enrolled and prospective students to increase their chances for success and enhance their potential for personal, educational, and professional growth.

• Economic Development Programs The college promotes the economic development of the region by providing workforce training for new and expanding businesses and industries. The college also supports economic development agencies by assisting in the recruitment of businesses and industry to the area.

• Access Programs and Services The college provides special recruitment, counseling and evaluation services that increase access for students not traditionally served by higher education.

Gear Up
This grant program is designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. GEAR UP provides services at many of the Arkansas County and all of Phillips County middle and high schools. GEAR UP serves an entire cohort of students beginning with a focus on math improvement in the seventh grade and follows the cohort through high school.

PCC High School Enrollment Programs
Concurrent enrollment allows high school students the opportunity to enroll in college level courses while continuing their high school courses and activities. Many options are open to high school students.

1. Concurrent Enrollment: students take classes for college credit. These classes are typically taught on the high school campus, by a high school instructor, for college credit.

2. PCCUA Career and Technical Center: offers programs to local high school students under the auspices of the Arkansas Department of Workforce Education. Often referred to as the Secondary Center, courses offered through this program are taught on all three PCCUA Campuses. Programs on each campus are listed: DeWitt Campus: Agriculture, Computer Engineering, Criminal Justice, Medical Professions Education and Welding. Helena-West Helena Campus: Advanced Manufacturing, Computer Engineering, Criminal Justice and
3. **Dual Enrollment:** High school students enroll in college classes at PCC. They are registered in classes with other college students.

4. **Combinations:** Students may enroll in a combination of two or three programs as concurrent, Secondary Center, and dual enrolled status.

All high school enrollment classes are college level courses available to high school students. Students may receive high school and college credit simultaneously.

**Programs**
Programs of study are offered in college transfer credit, occupational education, and adult education. Students may qualify for the Associate Degree by fulfilling either the requirements of the general education curriculum or one of the pre-professional or occupational programs. Certificates are awarded for the successful completion of other one-year occupation programs.

Qualified students may enroll in any of the three areas at the college. Registration is also permitted in more than one area at the same time according to the needs of the individual student.

Both day and evening classes are scheduled upon sufficient demand.

**Buildings and Grounds**
The Helena-West Helena campus is comprised of 19 buildings and features a unique architectural design which blends with the hilly contours of scenic Crowley’s Ridge. The campus has approximately 80 acres, plus the Pillow-Thompson House and two buildings on Ohio Street. Total square footage is 344,644. All buildings on campus are completely air conditioned, and the most modern, fully equipped facilities have been installed for utilization in the arts, sciences, languages and occupational programs.

The DeWitt campus is located on 29 acres on Hwy. 165 in DeWitt. It consists of one building renovated and added onto in 1996 to bring the total square footage to 48,000. The former DeWitt National Guard Armory, leased by the college in 2006, has become the Agriculture, Food and Life Sciences Center. The 9400 square foot building is located two blocks from the main campus. It houses classrooms, labs and offices.

The 48,000 square foot Stuttgart campus was completed in the spring of 1999. It is located on 61.5 acres on Highway 165, south of Stuttgart. War Memorial Training Center was added to the Stuttgart campus in 2003. The facility contains offices, classrooms and a kitchen. A former armory, the building is used for the Career and Technical Center classes and a variety of training programs. The Training Center Annex is a refurbished building that has been outfitted as a state-of-the-art welding lab. It houses business and industry training classes and credit courses.

**Accreditation**
Phillips Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools; 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602. (800) 621-7440. The Associate Degree and Nursing program is accredited by the National League for Nursing Accrediting Commission; 61 Broadway, New York, NY 10006; (212) 363-5555, ext. 153. The Medical Laboratory Technology program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd., Suite 720, Rosemont, IL 60018, (773) 714-8880. The Phlebotomy program is approved by NAACLS. The business programs are accredited by The Association of Collegiate Business Schools and Programs (ACBSP); 7007 College Boulevard, Suite 420, Overland Park, KS 66211, (913) 339-9356.

The College is also approved by the Arkansas State Approving Agency for Veterans Training.

Phillips Community College is a member of the American Association of Community Colleges, the Arkansas Association of Two-Year Colleges, the National Association of College and University Business Officers, and the American Association of Collegiate Registrars and Admissions Officers.

**Library**
Library services at Lewis Library (Helena-West Helena), and the DeWitt and Stuttgart campuses offer the latest technology including an online catalog accessible via the internet. Library holdings consist of traditional print materials such as books and journals as well as a growing collection of electronic sources.

**NOTICE**
The provisions of this publication are not to be construed as a contract between the student and Phillips Community College. The College reserves the right to change any provision or requirement when such action becomes necessary. Students are encouraged to work closely with an Advisor to verify the appropriateness of the courses for which the student registers.

Students are expected to familiarize themselves with all rules and regulations of the College, including any official announcements. Students will be held responsible for the observance of all rules and regulations.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Program Philosophy

See PN *Student Handbook*, pp. 4 and 5
See included SPE table 1.1, comparing college philosophy with PNP philosophy
<table>
<thead>
<tr>
<th>College Mission, Vision, Institutional Values, Role and Scope, and Core Competencies</th>
<th>P.N. Philosophy and Conceptual Framework</th>
<th>P.N. Program and Educational Outcomes Reflecting</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mission:</strong></td>
<td>...faculty is committed to face to face instruction as well as distance education.</td>
<td>Eighty-five percent of graduates on each campus returning the graduate survey within six months of graduation will express overall satisfaction with preparation by the program. (PO 4)</td>
</tr>
<tr>
<td>...Multi-campus two-year college serving Eastern Arkansas</td>
<td>As a member of the profession, the practical nursing graduate is characterized by a commitment to professional growth, continuous learning, and self-development.</td>
<td>Ninety percent (90%) of employed graduates will initially practice in an acute- or long-term care healthcare facility. (PO 2)</td>
</tr>
<tr>
<td>...Committed to individual, organizational, and community development.</td>
<td>Nursing skills are actively learned and practiced throughout the program.</td>
<td>Forty percent of all students enrolled in Semester I on the 11th day head count will complete the program in 150% of the allocated time. (PO 6)</td>
</tr>
<tr>
<td>Provides high quality educational opportunities...</td>
<td>Members of the profession are educated at different levels for different roles within the full scope of nursing.</td>
<td>The licensure exam pass rate will be at or above the national mean on the first write. (PO 3)</td>
</tr>
<tr>
<td>...Supports the economic growth of Eastern Arkansas.</td>
<td>Educating a competent nursing workforce is essential to the health and well-being of society.</td>
<td>Teach basic principles of health promotion/maintenance/restoration from an established plan to assist individual, families, and groups to attain optimal levels of functioning. (EO 4)</td>
</tr>
<tr>
<td><strong>Vision:</strong></td>
<td>...faculty employs teaching strategies and provides experiences that enhance learning</td>
<td>Eighty-five percent (85%) of employers returning the Employer Survey within six (6) months of graduation will express overall</td>
</tr>
<tr>
<td>...Recognized throughout the state, and at both the regional and national levels for its ability to provide quality teaching, student</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College Mission, Vision, Institutional Values, Role and Scope, and Core Competencies</td>
<td>P.N. Philosophy and Conceptual Framework</td>
<td>P.N. Program and Educational Outcomes Reflecting Core Competencies</td>
</tr>
<tr>
<td>---</td>
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</tr>
<tr>
<td>and public service, community development programs, research based evaluation of programs and services, and innovative technology to its community</td>
<td>Nursing is a dynamic profession with an evolving body of knowledge that is supported by research within the profession as well as principles and theories from other disciplines. Technology is used to provide students with an opportunity to access nursing education in a location that is convenient and conducive to achieving program and educational outcomes.</td>
<td>satisfaction with graduate performance. (PO 5)</td>
</tr>
<tr>
<td>The College will be a primary choice for citizens preparing for the job market, pursuing career advancement opportunities, or seeking to transfer to 4-year colleges and universities.</td>
<td>The practical nursing graduate: ...Uses the nursing process as a framework to assist individuals, families, and groups to achieve the highest attainable levels of health .... Members of the profession are educated at different levels for different roles within the full scope of nursing practice. Each level has clearly established competencies and the faculty supports articulation to advanced educational levels.</td>
<td>Utilize the nursing process in the provision of care for individuals, families and groups across the lifespan with biopsychosocial and spiritual needs. (EO 3)</td>
</tr>
<tr>
<td>...the practical nurse may delegate certain nursing practices to other personnel as set forth in regulations established by the Board.</td>
<td>...Functions in acute- and long-term healthcare settings...</td>
<td>Ninety Percent (90%) of graduates seeking employment will be employed in a nursing position within (6) months of graduation. (PO 1) Ninety percent (90%) of employed graduates will initially practice in acute and long-term healthcare facilities. (PO 2)</td>
</tr>
<tr>
<td>...faculty fully supports articulation to higher education levels</td>
<td>Utilize appropriate communication skills when collaborating with healthcare team members and providing healthcare for individuals, families, and groups. (EO 2).</td>
<td></td>
</tr>
<tr>
<td><strong>College Mission, Vision, Institutional Values, Role and Scope, and Core Competencies</strong></td>
<td><strong>P.N. Philosophy and Conceptual Framework</strong></td>
<td><strong>P.N. Program and Educational Outcomes Reflecting Core Competencies</strong></td>
</tr>
<tr>
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</tr>
<tr>
<td>As a biopsychosocial spiritual being of intrinsic worth, individuals...</td>
<td>Every individual, regardless of age, gender, race, creed, or national origin is worthy of respect and deserving of healthcare. Learning is essentially the responsibility of the learner, and requires active participation. As the recipient of nursing care, the client may be a single individual, or group of individuals of any developmental stage. The developmental process is influenced by internal and external factors that enhance or impair the achievement of developmental tasks. As a biopsychosocial spiritual being of intrinsic worth, individuals are influenced by internal and external stressors. Working collaboratively with the client and members of the healthcare team, the practical nurse uses the nursing process as a framework to assist individuals, families, and groups to achieve the highest attainable levels of health while demonstrating caring and respect for individual differences.</td>
<td>Maintain accountability and adhere to the legal scope of PN practice when delegating and delivering healthcare to individuals, families, and groups. (EO 1) Advocate for care of individuals, families, and groups that is consistent with and sensitive to cultural values, beliefs and customs. (EO 7) Teach basic principles of health promotion/maintenance/restoration from an established plan to assist individuals, families, and groups to obtain optimal levels of functioning. (EO 4) Demonstrate skill in providing nursing care for individuals, families, and groups that is developmentally appropriate. (EO 8) Utilize principles of crisis intervention to promote individual, family, and group adaptation during catastrophic events. (EO 5) Utilize the nursing process in the provision of care for individuals, families and groups across the lifespan with biopsychosocial and spiritual needs. (EO 3)</td>
</tr>
</tbody>
</table>

**Statement of Institutional Values**

Recognizes the worth and potential of each student.

Providing quality instruction, learning resources, and support services enhances the growth and development of our students.

Enhancing the economic vitality and quality of life for all citizens of the communities we serve.
<table>
<thead>
<tr>
<th>College Mission, Vision, Institutional Values, Role and Scope, and Core Competencies</th>
<th>P.N. Philosophy and Conceptual Framework</th>
<th>P.N. Program and Educational Outcomes Reflecting Core Competencies</th>
</tr>
</thead>
<tbody>
<tr>
<td>Providing access to programs and services to all students who may benefit from higher education</td>
<td>Unmet needs motivate health seeking behaviors.</td>
<td>Demonstrate skill in prioritizing care for individuals, families, and groups. (EO 6)</td>
</tr>
<tr>
<td></td>
<td>Educating a competent and skilled nursing workforce is essential to the health and well-being of society.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>...access nursing education in a location that is convenient and conducive to achieving program and educational outcomes.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Regardless of the delivery used, nursing education demands that students acquire critical thinking therapeutic nursing skills, interpersonal skills, and accountability for the role of the practical nurse.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The purpose of a society is to meet these goals and needs while respecting cultural differences</td>
<td>Advocates for care of individuals, families, and groups that is consistent with and sensitive to cultural values, beliefs and customs. (EO 7)</td>
</tr>
<tr>
<td></td>
<td>...the scope of practice for the practical nurse involves care of the ill, injured, or infirm...</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The client expresses needs through verbal and nonverbal communication/</td>
<td>Utilize appropriate communication skills when collaborating with healthcare team members and providing healthcare for individuals, families, and groups. (E 02)</td>
</tr>
<tr>
<td>Role and Scope Statement</td>
<td></td>
<td>Utilize the nursing process in the provision of care for individuals, families and groups across the lifespan with biopsychosocial and spiritual needs. (EO 3)</td>
</tr>
<tr>
<td></td>
<td>Offers credit courses leading to associate degrees, diplomas, and certificates in technical, occupational fields and designated-to-transfer majors</td>
<td></td>
</tr>
<tr>
<td>College Mission, Vision, Institutional Values, Role and Scope, and Core Competencies</td>
<td>P.N. Philosophy and Conceptual Framework</td>
<td>P.N. Program and Educational Outcomes Reflecting Core Competencies</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>A variety of self-supporting, non-credit activities for personal enhancement...</td>
<td>Learning... occurs from a wide variety of sensory stimuli, and produces a change in the learner's insight, behavior, perception and motivation.</td>
<td>Maintain accountability and adhere to the legal scope of PN practice when delegating and delivering healthcare to individuals, families, and groups. (EO 1)</td>
</tr>
<tr>
<td>...Offers developmental programs and services to enrolled and prospective students to increase their chances for success and enhance their potential for personal, educational, and professional growth.</td>
<td></td>
<td>Eighty-five percent of employers returning the Employer Satisfaction Survey within six months of graduation will express overall satisfaction with graduate performance. (PO 5)</td>
</tr>
<tr>
<td>...Provides special recruitment counseling, and evaluation services that increase access for students not traditionally served by higher education.</td>
<td></td>
<td>The licensure exam pass rate will be annually at or above the national mean on the first write. (PO 3)</td>
</tr>
</tbody>
</table>
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
PRACTICAL NURSING PROGRAM
PHILOSOPHY

The practical nursing faculty, in concurrence with the mission and objectives of Phillips Community College of the University of Arkansas, believes that instruction is designed to train or retrain individuals who wish to gain competence in employable skills or upgrade occupational skills and knowledge to achieve stability or advancement in employment.

Every individual, regardless of age, gender, race, creed, or national origin is worthy of respect and deserving of healthcare. As a biopsychosocial spiritual being of intrinsic worth, individuals are influenced by internal and external stressors. In the movement toward need gratification, attempts to adapt to these constantly changing stressors result in stress. Excessive and or chronic stress levels may have negative consequences and result in physical, emotional, cognitive, behavioral, interpersonal, and/or spiritual disharmony. The nurse helps the client implement positive coping abilities to minimize the effects of stress.

The practical nursing faculty believes that societies are interdependent systems. Individuals, families, groups, and communities within a society embrace varying cultural beliefs, values, attitudes, and customs that are continued from one generation to the next. Despite cultural differences, individuals share common goals and basic human needs. The purpose of a society is to meet these goals and needs while respecting cultural differences.

The practical nursing faculty concurs with Potter and Perry (1993): "Health in its broadest sense is a dynamic state in which the individual adapts to changes in internal and external environments to maintain a state of physical, emotional, intellectual, social, and spiritual well-being." The individual has the right to self-determination regarding healthcare choices in the movement toward the highest possible level of wellness. The continuum constantly changes according to the individual’s physical, psychological, social, and spiritual well-being.

Nursing is a dynamic profession with an evolving body of knowledge that is supported by research within the nursing profession as well as principles and theories from other disciplines. Although nursing focuses primarily on the promotion, maintenance and restoration of health, when the client’s biological functioning fails, the nurse provides end-of-life care that fosters dignity and peace.

Working collaboratively with the client and members of the healthcare team, the practical nurse uses the nursing process as a framework to assist individuals, families, and
groups to achieve the highest attainable levels of health while demonstrating caring and respect for individual differences. Needs are addressed through the use of therapeutic communication and established nursing interventions based on the client’s developmental level and health status.

As the recipient of nursing care, the client may be a single individual or a group of individuals of any developmental stage. The developmental process is influenced by internal and external factors that enhance or impair the achievement of developmental tasks. The client expresses needs through verbal and nonverbal communication.

Nurses are educated at different levels for different roles within the full scope of nursing. Each level has clearly established competencies and the faculty fully supports articulation to higher educational levels. According to the Arkansas Board of Nursing, the scope of practice for the practical nurse involves care of the ill, injured, or infirm under the direction of a registered professional nurse, advanced practice nurse, licensed physician, or dentist. Nursing care provided by the practical nurse includes acts that do not require the substantial specialized skill, judgment, and knowledge required in professional nursing. In addition, the practical nurse may delegate certain nursing practices to other personnel as set forth in regulations established by the Board.

The nursing faculty believes learning is essentially the responsibility of the learner and requires active participation. Learning is individualized, occurs from a wide variety of sensory stimuli, and produces a change in the learner’s insight, behavior, perception, and motivation. Learning precedes best from simple to complex and known to unknown.

Educating a competent nursing workforce is essential to the health and well-being of society. Therefore, the faculty is committed to face-to-face instruction as well as distance education. Technology is used to provide students with an opportunity to access nursing education in a location that is convenient and conducive to achieving program and educational outcomes. Regardless of the delivery used, nursing education demands that students acquire critical thinking, therapeutic nursing skills, interpersonal communication skills, and accountability for the role of the practical nurse. However, students enrolled in distance education courses must assume more responsibility for learning. The nursing faculty employs a variety of teaching strategies and provides experiences that enhance learning. Nursing skills are actively learned and practiced throughout the program.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Program Outcomes

See PN *Student Handbook*, p. 6
Phillips Community College of the University of Arkansas
Practical Nursing Program
Program Outcomes

1. **Rates of Employment**
   Ninety percent (90%) of graduates seeking employment will be employed in a nursing position within 6 months of graduation.

2. **Patterns of Employment**
   Ninety percent (90%) of employed graduates will initially practice in an acute or long-term care healthcare facility.

3. **Performance on NCLEX-PN**
   The licensure exam pass rates will be annually at or above the national mean.

4. **Program Satisfaction**
   Eighty-five percent (85%) of graduates returning the Graduate Survey within 6 months of graduation will express overall satisfaction with preparation by the program.

5. **Employer Satisfaction with Graduates**
   Eighty-five percent (85%) of employers returning the Employer Survey within 6 months of graduation will report overall satisfaction with graduate performance.

6. **Program Completion Rates**
   Forty percent (40%) of students enrolled in semester one on the eleventh day head count will complete the program in 150% of the allocated time.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Program Educational Outcomes

See PN Student Handbook, p. 7
EDUCATIONAL OUTCOMES

Role of the Practical Nurse

1. Maintain accountability and adhere to the legal scope of PN practice when delegating and delivering healthcare to individuals, families, and groups.

Communication

2. Utilize appropriate communication skills when collaborating with healthcare team members and providing healthcare for individuals, families, and groups.

Nursing Process, Client, Development, Needs

3. Utilize the nursing process in the provision of care for individuals, families, and groups across the lifespan with biopsychosocial and spiritual needs.

Health

4. Teach basic principles of health promotion/maintenance/restoration from an established plan to assist individuals, families, and groups to attain optimal levels of functioning.

Stress

5. Utilize principles of crisis intervention to promote individual, family, and group adaptation during catastrophic events.

Critical Thinking

6. Demonstrate skill in prioritizing care for individuals, families, and groups.

Cultural Awareness

7. Advocate for care of individuals, families, and groups that is consistent with and sensitive to cultural values, beliefs, and customs.

Development

8. Demonstrate skill in providing nursing care for individuals, families, and groups that is developmentally appropriate.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Conceptual Framework

See PN *Student Handbook*, p. 8
## Table 4.3.2
**PNP Conceptual Framework**

November 2009

<table>
<thead>
<tr>
<th>Concept</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nursing Process</strong></td>
<td>Assessment</td>
<td>Assessment</td>
<td>Assessment</td>
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<td></td>
<td>Planning</td>
<td>Planning</td>
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<tr>
<td></td>
<td>Implementation</td>
<td>Implementation</td>
<td>Implementation</td>
</tr>
<tr>
<td></td>
<td>Evaluation</td>
<td>Evaluation</td>
<td>Evaluation</td>
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<td><strong>Role of the Practical Nurse</strong></td>
<td>Nursing</td>
<td>Delegation</td>
<td>Delegation</td>
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<tr>
<td></td>
<td>History/Trends</td>
<td>*Healthcare</td>
<td>*Collaboration</td>
</tr>
<tr>
<td></td>
<td>*PN Scope of Practice</td>
<td>Delivery to adults</td>
<td>*Healthcare</td>
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<td></td>
<td>*Accountability for the role</td>
<td></td>
<td>Delivery Team</td>
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<td></td>
<td>Delegation</td>
<td>*Accountability for</td>
<td>*Accountability for</td>
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<td>providing care in</td>
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<tr>
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<td>Liability</td>
<td>acute care settings</td>
<td>acute care settings</td>
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<td></td>
<td>*Healthcare Delivery</td>
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<td>*Accountability for</td>
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<td></td>
<td>to adults</td>
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<td>managing a group of</td>
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<td></td>
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<td></td>
<td>clients in a long-term</td>
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<tr>
<td></td>
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<td>care facility</td>
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<td><strong>Health</strong></td>
<td>*Health-Illness</td>
<td>*Illness</td>
<td>*Illness</td>
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<td>Continuum</td>
<td>*Health Promotion</td>
<td>*Health Promotion</td>
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<tr>
<td></td>
<td>Health Promotion</td>
<td></td>
<td>*Client Teaching</td>
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<tr>
<td><strong>Stress</strong></td>
<td>*Stress Adaptation</td>
<td>*Anxiety</td>
<td>*Crisis</td>
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<td><strong>Needs</strong></td>
<td>Maslow’s Human Needs</td>
<td>*Nutrition</td>
<td>All previous needs</td>
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<td></td>
<td>*Safety</td>
<td>*Self-Esteem</td>
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<td>*Activity</td>
<td>*Oxygenation</td>
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<td>*Comfort</td>
<td>*Elimination</td>
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<tr>
<td></td>
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<td>All previous needs</td>
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<tr>
<td><strong>Development</strong></td>
<td>Overview of G &amp; D</td>
<td>*Infant</td>
<td>Young Adult</td>
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<td>*Older Adult</td>
<td>*Child</td>
<td>*Middle Adult</td>
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<td>*Adolescent</td>
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</tr>
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<td>*Older Adult</td>
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<td>Adult</td>
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<td></td>
<td></td>
<td>*Children</td>
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<td>*Family</td>
<td>Family</td>
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<td>*Group</td>
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<tr>
<td><strong>Communication</strong></td>
<td>Therapeutic Techniques with:</td>
<td>Therapeutic Techniques with:</td>
<td>*Collaboration with:</td>
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<td>Adults</td>
<td>Adults</td>
<td>Healthcare Team</td>
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<td></td>
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<td>*Children</td>
<td>*Therapeutic</td>
</tr>
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<td>*Families</td>
<td>Techniques with:</td>
</tr>
<tr>
<td></td>
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<td>Groups and Clients of all Ages</td>
</tr>
<tr>
<td><strong>Culture</strong></td>
<td>Health Beliefs</td>
<td>*Family Practices</td>
<td>*Illness</td>
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<tr>
<td></td>
<td></td>
<td>*Birth Customs</td>
<td>*End-of-Life Customs</td>
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<tr>
<td><strong>Critical Thinking</strong></td>
<td>*Problem Identification</td>
<td>*Problem-Solving</td>
<td>*Prioritization</td>
</tr>
<tr>
<td></td>
<td>Organizing Care</td>
<td>*Organizing Care</td>
<td></td>
</tr>
</tbody>
</table>

**Legend:**
- Emphasized *
- Horizontal Thread
- Vertical Threads
Phillips Community College of the University of Arkansas
Practical Nursing Program

Budget account numbers
- 10-10 – HWH campus
- 10-20 – DeWitt campus
- 10-30 – Stuttgart campus (included so you could see appropriations for the new ADN Stuttgart campus as compared to appropriations HWH and DeWitt)
<table>
<thead>
<tr>
<th>GL Account</th>
<th>Allocated Budget</th>
<th>Actual</th>
<th>% Used</th>
<th>Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-10-00-12050-53100 Travel (Pooled Acct) : Nursing</td>
<td>4,950.00</td>
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<tr>
<td>10-10-00-12050-54000 Supplies/Services (Pooled) : Nursing</td>
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<td>1,009.87</td>
<td>3.67</td>
<td>26,490.13</td>
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<tr>
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<td>29,450.00</td>
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<tr>
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Phillips Community College  
Request for Budget

Date  
4/22/2009

Account #  
10-10-00-12050

Name of Account  
Nursing

Requested by  
Debby King

Fiscal Year  
2009-10

Initial Budget Request

<table>
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<th>Initial Budget Allocation</th>
<th>Budget Director's Recommendation</th>
<th>VC's Recommendation</th>
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<td></td>
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<td><strong>Totals</strong></td>
<td>$32,450.00</td>
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</table>

**You must attach a detailed list of equipment if requesting funds in this category.

Justification for Requests

NLNAC survey visit fees for continued accreditation are not included.
Travel money includes expenditures for all faculty to attend the ADN Faculty Sharing Day in March 2010. PCCUA will host this meeting in 2011.

**Detailed List for Capital Outlay

Approvals:

Budget Director

Vice Chancellor

V.C. For Finance & Administration
Phillips Community College
Request for Budget

Date 4/22/2009
Account # 10-10-00-30331  Name of Account  Dean - Allied Health
Requested by Debby King  Fiscal Year  2009-10

Initial Budget Request

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**You must attach a detailed list of equipment if requesting funds in this category.

Justification for Requests
Travel to NLNAC Peer Review Commission in February to hear NLNAC recommendation for accreditation can move from Supplies and Services money to travel to cover cost. Adding Stuttgart ADN program

**Detailed List for Capital Outlay

Approvals:

Budget Director ____________________________  Vice Chancellor ____________________________

V.C. For Finance & Administration ____________________________
Phillips Community College
Request for Budget

Date 4/22/2009
Account # 10-20-00-12050 Name of Account Nursing
Requested by Debby King Fiscal Year 2009-10

Initial Budget Request

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<td>Totals</td>
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**You must attach a detailed list of equipment if requesting funds in this category.

Justification for Requests
Travel is very heavy to SVI in LR for the PN clinical and JRMC for ADN clinical

**Detailed List for Capital Outlay

Approvals:

Budget Director ____________________________________________________ Vice Chancellor

V.C. For Finance & Administration ____________________________________
Date: 4/22/2009
Account #: 10-30-00-12050  Name of Account: Nursing-Stuttgart
Requested by: Debby King  Fiscal Year: 2009-10

### Initial Budget Request

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**You must attach a detailed list of equipment if requesting funds in this category.

### Justification for Requests

NLNAC survey visit fees for continued accreditation are not included.
Travel money includes expenditures for faculty to attend the ADN Faculty Sharing Day in March 2010. PCCUA will host this meeting in 2011. Also includes some clinical travel.

### **Detailed List for Capital Outlay**

---

Approvals:

Budget Director

Vice Chancellor

V.C. For Finance & Administration
Members present: Campbell, Naylor, McGee, Saia, McCullars, McKewen, Moss

Members absent: None

Called to order: Campbell called the meeting to order at 9:00 a.m.

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<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
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<tr>
<td>Criterion 1.7</td>
<td>The attached list identifies faculty resources request for the HWH and DeWitt</td>
<td>A. Hudman placed the</td>
</tr>
<tr>
<td>Faculty Request for</td>
<td>campuses for the 2009-2010 academic year.</td>
<td>order. See attached lists.</td>
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<tr>
<td>Resources</td>
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<tr>
<td>Adjourned</td>
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<td>Meeting Adjourned at 11:00 a.m.</td>
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Submitted by: Jewel Naylor
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<th>DESCRIPTION</th>
<th>UNIT COST</th>
<th>EXTENDED COST</th>
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These supplies ship to Helena

ORDER TOTAL: 291.67
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Ship these supplies to Helena attn: Amy Hudman

ORDER TOTAL: 312.86
**Ship to:**
Phillips Community College-Hel  
1000 Campus Dr  
Helena, AR 72342

**Vendor:**
Pocket Nurse Enterprises, Inc.  
P.O. Box 9358  
Pittsburgh, PA 15225-0358

**Purchase Order Number:**
P0003906

**Authorized Purchasing Official:**
James R. Braxt

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*Ship to Helena attn: Amy Hudman*

**Order Total:** 588.06

Phillips Community College is not tax exempt. The college only pays Arkansas state taxes and any applicable local taxes.

For questions or inquiries contact: (870) 338-6474, Ext: 1232
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ORDER TOTAL: 43.80
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ORDER TOTAL 603.83
# Requisition

**Requisition Number:** 0008647  **Requisition Status:** Not Approved

**Requestor Name:** Amy C. Hudman  **Initiator Name:** Amy C. Hudman

**Confirmation E-Mail Address**

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<tr>
<td>Desired Date</td>
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<tr>
<td>Vendor ID and/or Name</td>
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## Purchase Orders Created

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<th>Price</th>
<th>Extended Price</th>
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<td>Isolation kits</td>
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<td>5.000</td>
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<td>Foley Cath 16fr</td>
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<td>17.960</td>
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<td>6.32</td>
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<td>Thermometer cover</td>
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<td>Alcohol pads</td>
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**Printed Comments**

Ship these supplies to Helena attn. Amy Hudson

**Comments**

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<th>Approval Date</th>
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<tr>
<td>Amy Hudson</td>
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<tr>
<td>Deborah King</td>
<td></td>
</tr>
<tr>
<td>Jo Ann Clark</td>
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OK
Requisition

Requisition Number: 0008646  
Requisition Status: Not Approved

Requestor Name: Amy C. Hudman  
Initiator Name: Amy C. Hudman

Confirmation E-Mail Address

Requisition Date: 03/25/09
Maintenance Date
Desired Date: 03/25/09
Vendor ID and/or Name: 0000456 Pocket Nurse Enterprises, Inc.
AP Type: GF General Fund Payables
Requisition Total: $265.15
Ship to: 10 Phillips Community College-Hel

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<th>Quantity</th>
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<td>Syringe 3mL 1 1/2 in</td>
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<td>1.000</td>
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<td>Sample ampules</td>
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<td>Sample vials</td>
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Printed Comments
These supplies ship to H'elena attn: Amy Hudman

Comments

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<tr>
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<tr>
<td>Deborah King</td>
<td></td>
<td></td>
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<td>Jo Ann Clark</td>
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Requisition

Requisition Number 0008563  Requisition Status Not Approved
Requestor Name Amy C. Hudman  Initiator Name Amy C. Hudman
Confirmation E-Mail Address
Requisition Date 03/25/09
Maintenance Date
Desired Date 03/25/09
Vendor ID and/or Name 0000458 Pocket Nurse Enterprises, Inc.
AP Type GF General Fund Payables
Requisition Total $43.80
Ship to 10 Phillips Community College-Hel

Purchase Orders Created

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<th>Price</th>
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<th>Project ID</th>
<th>Tax Code</th>
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<tr>
<td>Taylor Percussion hammer</td>
<td>08-96-30th30</td>
<td>6,000</td>
<td>EA Each</td>
<td>2.5000</td>
<td>15.00</td>
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| Gloves | 03-47-mpw | 1,000 | EA Each | 5.7500 | 5.75 | 10-10-00-12050-54002 Nursing: Misc: Supply-Instructional |

| Gloves | 03-47-spv | 1,000 | EA Each | 5.7500 | 5.75 | 10-10-00-12050-54002 Nursing: Misc: Supply-Instructional |

| Gloves | 03-47-lpw | 1,000 | EA Each | 5.7500 | 5.75 | 10-10-00-12050-54002 Nursing: Misc: Supply-Instructional |

<p>| Gloves | 03-47-   | 1,000 | EA      | 5.7500 | 5.75 | 10-10-00-12050-54002 Nursing: Misc: Supply-Instructional |</p>
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<th>Total</th>
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<tr>
<td>Lancets</td>
<td>02-38-2018</td>
<td>2,000</td>
<td>BX Box 2.90</td>
<td>5.80</td>
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Printed Comments

Approval Date Next Approval
Amy Hudson
Deborah King
Jo Ann Clark
New Pocket Nurse Remit To Address (Payables Only)  
5512 Reliable Parkway Chicago, IL 60668-0055  
PRODUCTS ARE SOLD SOLELY FOR HEALTHCARE EDUCATION PURPOSES

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<td>05-38-3184</td>
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<td>1</td>
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<td>05-38-3185</td>
<td>Accu-Chek Active Test Strips 50/box</td>
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<td>05-38-318C</td>
<td>Accu-Chek Active Controls Each 2 Level</td>
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<td>36</td>
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<td>06-54-8519</td>
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<tr>
<td>12</td>
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<td>12</td>
<td>06-54-7461</td>
<td>Baxter Clearlink Secondary IV Set Each</td>
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<tr>
<td>12</td>
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<td>12</td>
<td>06-54-8402</td>
<td>Baxter Clearlink Primary Mini Sol/Set 76'' each / mini drip</td>
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<td>05-30-6197</td>
<td>Salem Sump Anti-Reflux Valve Each Sterile</td>
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<td>07-86-4603</td>
<td>Trach Care Kit w/Catheter Latex Free Each</td>
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<td>2</td>
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<td>06-54-0530</td>
<td>ABBOTT Sodium Chloride 0.9% Inj 30ml</td>
<td></td>
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</tbody>
</table>

1. Report shipping discrepancies within 7 days from receipt of shipment  
2. Returns must be made within 30 days, prior authorization is needed.  
3. Multiple packages may arrive on separate days.  
4. This order may contain drop shipments directly from the manufacturer. These products will not be printed on this packing slip, however, will be printed on the invoice.  
5. All backordered items are shipped approximately 2 to 3 days after they arrive to us from the manufacturer depending on the quantity that we have to ship out.

**NOTES:**

- B/O = Backordered

THANK YOU!

Picked by: [Signature]  
Checked by: [Signature]  
Packed by: [Signature]
### Packing Slip

**Customer #:** 7327  
**Sales ID:** 18/18  
**PO # Reference:** V/MSV13  
**Shipping Location:** *PACKING SLIP ONLY*

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<tr>
<td>✔️</td>
<td>6</td>
<td>1</td>
<td>08-56-TH30</td>
<td>Taylor Percussion Hammer Each</td>
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<tr>
<td>✔️</td>
<td>1</td>
<td>1</td>
<td>03-47-MPV</td>
<td>Powdered Vinyl Gloves Medium 100/Box</td>
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<tr>
<td>✔️</td>
<td>1</td>
<td>1</td>
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<td>Powdered Vinyl Gloves Small 100/Box</td>
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<td>1</td>
<td>03-47-LPV</td>
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<td>03-47-XLPV</td>
<td>Powdered Vinyl Gloves (X-Large) 100/Box</td>
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<tr>
<td>✔️</td>
<td>2</td>
<td>1</td>
<td>09-38-2018</td>
<td>Lancets Blue Disposable 28g 100/Box</td>
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</table>

**Note:**

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**New Pocket Nurse Remit To Address (Payables Only)**

5512 Reliable Parkway Chicago, IL 60686-0055

**Products are sold solely for healthcare education purposes.**

---

**Thank you!**
ACCOUNTS PAYABLE  
BUSINESS OFFICE  
PHILLIPS COMM COLL (UNIV OF ARKANSAS)  
P O BOX 785  
HELENA, AR  72342-0785

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Message:

New Pocket Nurse Remit To Address (Payables Only)  
5512 Reliable Parkway Chicago, IL 60686-0055  
PRODUCTS ARE SOLD SOLELY FOR HEALTHCARE EDUCATION PURPOSES

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<td>03-47-SL8</td>
<td>Latex Surgical Gloves Size: 8 50 Pairs/Box</td>
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<td>03-47-MPL</td>
<td>Latex Exam Gloves Powdered Medium 100/Box</td>
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<td>03-47-LPL</td>
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<td>03-47-LPFL</td>
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<td>06-82-5905</td>
<td>BD SafetyGlide 3cc Syr. 23gx1” 50/Box</td>
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<tr>
<td>1</td>
<td>0</td>
<td>1</td>
<td>06-82-5906</td>
<td>BD SafetyGlide 3cc Syr 22gx1.5 50/Box</td>
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<td>06-93-2004</td>
<td>Demo Dose® Level One Ampule 2 ml BOX</td>
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<td>1</td>
<td>06-54-0530</td>
<td>Sodium Chloride 0.9% Inj 30ml Bacteriostatic 25/Tray</td>
<td></td>
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</tbody>
</table>

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NOTES: 

THANK YOU!

Picked by:  
Checked by:  
Packed by:  
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**BUSINESS OFFICE**
**PHILLIPS COMM COLL (UNIV OF ARKANSAS)**
**P O BOX 785**
**HELENA, AR 72342-0785**

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<thead>
<tr>
<th>Customer No.</th>
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<th>Message</th>
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<tr>
<td>PA</td>
<td></td>
<td>(870) 338-6474</td>
<td>25.5 Lbs</td>
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<td>3</td>
<td>UP</td>
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**PACKING SLIP ONLY**

---

New Pocket Nurse Remit To Address (Payables Only)
5512 Reliable Parkway Chicago, IL 60686-0055

PRODUCTS ARE SOLD SOLELY FOR HEALTHCARE EDUCATION PURPOSES

<table>
<thead>
<tr>
<th>Qty</th>
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<td>05-87-3716</td>
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<td>06-01-5271</td>
<td>3M Transpore Plastic Tape 1&quot;x10yds 12/Bx</td>
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<td>06-51-2556</td>
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<td>06-51-2146</td>
<td>Kendall Gauze Sponge 8ply 2x2 N/S 200/Bag</td>
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<td>06-02-1103</td>
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1. Report shipping discrepancies within 7 days from receipt of shipment.
2. Returns must be made within 30 days, prior authorization is needed.
3. Multiple packages may arrive on separate days.
4. This order may contain drop shipments directly from the manufacturer. These products will not be printed on this packing slip, however, will be printed on the invoice.
5. All backordered items are shipped approximately 2 to 3 days after they arrive to us from the manufacturer depending on the quantity that we have to ship out.

NOTES:

---

* B/O = Backordered

THANK YOU!
# Packing Slip

**New Pocket Nurse Remit To Address (Payables Only)**
5512 Reliable Parkway
Chicago, IL 60686-0055

**Products are sold solely for healthcare education purposes**

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**Notes:**

---

"B/O = Backordered"
PACKING SLIP

AMY HUDMAN
PHILLIPS COMMUNITY COLLEGE
1000 CAMPUS DR
HELENA, AR 72342

New Pocket Nurse Remit To Address (Payables Only)
5512 Reliable Parkway Chicago, IL 60686-0055

Products are sold solely for healthcare education purposes

<table>
<thead>
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<td>B.Braun 5% Dextrose &amp; 0.45% NaCl IV Fluid mL 250 Case / Lot#</td>
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Notes: ____________________________________________________________

THANK YOU!

Picked by: DW  Checked by:  Packed by: PH
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August 20, 2009

Dr. P. Vasudevan  
1395 Highway 242 S  
Helena-West Helena, AR 72342  

Dear Dr. Vasudevan:

On behalf of all allied health faculty and students at Phillips Community College of the University of Arkansas, I would like to thank you for your generous donation to provide scholarships for our allied health students. Your commitment to assist our students to achieve their goal to become competent healthcare providers is sincerely appreciated.

Each year Phillips Community College of the University of Arkansas continues to advance its mission of providing quality educational opportunities to our service area and supporting the economic growth of Phillips County. Through our allied health programs, we are able to educate individuals to become competent healthcare providers who will provide quality healthcare to the residents of Phillips County. When our citizens have access to quality healthcare providers, it directly impacts the quality of life for individuals residing in Phillips County.

The goal of the allied health programs at Phillips Community College of the University of Arkansas is to continue to make a difference in the number of individuals prepared to enter the healthcare workforce in Eastern Arkansas. With the help of donations from supporters such as you, we will continue to see improvements in increasing the number of healthcare providers prepared to enter the healthcare workforce in Phillips County.
Again, thank you for your generous support of our efforts to educate competent healthcare providers to enter the healthcare workforce in Phillips County.

Kindest regards,

Amy Hudson
Dean of Allied Health

cc. Rhonda St. Columbia
From: Kim Kirby
Sent: Monday, June 29, 2009 4:22 PM
To: Renee Moss; Amy Hudson
Subject: Perkins activity 8P1-01
Attachments: 8P1-01.docx

The 2009-2010 PCCUA Carl Perkins application has been approved. I have attached a copy of your activity for reference. Be sure to pay close attention to the budget (we can not go over with an approved budget adjustment) and the measurable outcome (make sure you have a plan in place to do the measure so you can report at the end of the year).

Starting July 1, we may begin the purchasing process if necessary. However, **no paperwork can be started prior to July 1.** That means that we can not get quotes or put in a PR prior to the “new year”. Once July 1 hits, then we may begin the process. For equipment orders, you will need to send the vendor name, item, etc. information to me for input into the Datatel system. If we have not used the vendor before, you will need to get a Current Vendor Information Form and W-9 to JoAnn Clark before I can input the PR. For professional development activities that require a leave form, use the Perkins account # 30351. Also make sure that you send your leaves to me for approval.

Renee, since you are new to the world of Perkins, please don’t hesitate to ask if you have any questions regarding the grant. Thanks, kk

Kim Kirby
Instructor/Carl Perkins Grant Coordinator
Phillips Community College of the University of Arkansas
Stuttgart Campus
2807 Hwy. 165 South, Box A
Stuttgart, AR 72160
kkirby@pccua.edu
Office: 870-673-4201 x. 1825
Fax: 870-673-8166
PERKINS ACTIVITY PROPOSAL

Institution/Consortium: Phillips Community College / UA
PY: 2009-2010

Core Indicator Target: 3P1
Activity Name: Professional Development

ACTIVITY DESCRIPTION

Is this activity a continuation? No X Yes If yes, # of years funded

How will the activity address the Core Indicator and lead to improvements?
The planned activity is to send 3 Practical Nursing faculty to a National League of Nursing Education Summit. Faculty will learn strategies to accurately assess student learning and implement interventions to foster student attainment of educational outcomes. Thereby, improving retention and graduation rates as well as increasing the number of nurses prepared to enter the healthcare workforce in this underserved, medically underserved geographic area.

PERFORMANCE MEASURE

What will be measured? PN student retention and graduation rates

(1) 75% of Level II PN students enrolled in fall 2009 PN courses will progress to Level III (2) 75%

What is the expected performance? of Level III PN students enrolled in spring 2010 PN courses will graduate from the PN program

By When? Spring 2010

What programs are being targeted for nontraditional participation improvement?

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Printed: 5/27/2009
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**BUDGET EXPLANATION: give a brief explanation of the budget items listed above**

Registration Fee $795/3 faculty = $2385; Hotel $220 X 5 nights/3 faculty = $3300; Meals $64 per day for 6 days/3 faculty = $1152; Travel $550/3 faculty = $1950
Faculty/Staff IDEA Mini-Grant Application Form

Applicant Name: Carolyn Harper and Amy Hudson Date: 5-8-09

Email: charper@pccua.edu and ahudson@pccua.edu Phone number: 1128 and 1371

Check one: XX Faculty Staff

Department: Division of Business and Allied Health Joint Project

Project Title: Facilitating Correct Usage of Medical and Pharmacological Terminology

Proposed project start date: June 1, 2009 End date: August 31, 2009

Type of Request: O Time XX Resources XX Financial

Project description/purpose: (attach more pages if needed)

The purpose of this request is to seek funding to provide business and allied health students with an enhanced opportunity to correctly learn and electronically use medical and pharmaceutical terminology in their respective programs of study. This software is also used by numerous universities and healthcare agencies.

Needs statement:

The current software programs used by business and allied health students on college and personal computers do not include a medical and pharmacological terminology data base. As such, students have difficulty spelling and pronouncing terms commonly used in the healthcare industry. When students are afforded learning opportunities that provide them with state of the art medical and pharmaceutical technology, they are able to master expected learning outcomes. In addition, they are able to meet the college’s core competencies of communication, social and civic and civic responsibility, critical thinking, and appreciation for the cultural community of the healthcare industry.

Date of Project: Begin June 1, 2009 End August 31, 2009 (if necessary, include timeline).

How will you evaluate your project:
By August 1, 2009, faculty will purchase 25 user licenses for Spellex Medical/Pharmaceutical Combo Pack.

85% of all allied health and business students who use Spellex will agree or strongly agree using Spellex improved their abilities to achieve expected learning outcomes.

85% of students enrolled in Medical Terminology I, Medical Terminology II, and Medical Transcription will successfully complete the course on the first attempt with a “C” or better.
Please indicate how you will share the results of your project with members of the college community:

Project findings will be published on the Business and Allied Health Web Sites for communities of interest as well as reported to Division and College Assessment Committee members.

Amount of Request: $1,502.30 (include budget narrative). This request is for 25 User License that will be shared between the Division of Business and Allied Health in their computer labs. A second quote is attached for 50 User License that will totally serve two separate labs in Business and Allied Health.

**Signatures** (All applications must be signed by the applicant and reviewed and signed by the applicant’s supervisor indicating concurrence before submitting application).

**Applicant**

[Signature]

5.11.09

**Date**

**Supervisor**

[Signature]

**Date**

For use by Phillips Community College Foundation review:

**Reviewer comments:**

Date: ____________

Approved: ___ Yes ___ No

Grant #

Amount: $__________

Final report due date: ____________

Phillips Community College Foundation
Phillips County

Date

Phillips Community College
Vice Chancellor, College Advancement/
Resource Development

Date

For inquiries or to submit your application: Rhonda@pccua.edu
Project Description

The purpose of this request is to seek funding to provide business and allied health students with an enhanced opportunity to correctly learn and electronically use medical and pharmaceutical terminology in their respective programs of study. This software is also used by numerous universities and healthcare agencies.

Need:
The current software programs used by business and allied health students on college and personal computers do not include a medical and pharmacological terminology data base. As such, students have difficulty spelling and pronouncing terms commonly used in the healthcare industry. When students are afforded learning opportunities that provide them with state of the art medical and pharmacological technology, they are able to master expected learning outcomes. In addition, they are able to meet the college’s core competencies of communication, social and civic and civic responsibility, critical thinking, and appreciation for the cultural community of the healthcare industry.

Project Time Line

June 1, 2009 through August 1, 2009

Evaluation

By August 1, 2009, faculty will purchase 25 user licenses for Spellex Medical/Pharmaceutical Combo Pack.

85% of all allied health and business students who use Spellex will agree or strongly agree using Spellex improved their abilities to achieve expected learning outcomes.

85% of students enrolled in Medical Terminology I, Medical Terminology II, and Medical Transcription will successfully complete the course on the first attempt with a “C” or better.

Sharing of Project Results

Project findings will be published on the Business and Allied Health Web Sites for communities of interest as well as reported to Division and College Assessment Committee members.

Budget

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This request is for 25 User License that will be shared between the Division of Business and Allied Health in their computer labs. A second quote is attached for 50 User License that will totally serve two separate labs in Business and Allied Health.
**SPELLEX**

10820 Sheldon Road  
Tampa, FL 33626  
P: 813-792-7000  
F: 813-792-7866

**PRICE QUOTE**

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**Bill To**

Phillips Community College of the U of A  
Carolyn Harper  
charper@pecua.edu  
870-338-6474 x1128

**Ship To**


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**Total**

USD 1,502.30

**All prices in US Dollars. Price Quote good for 30 days.**

www.spelllex.com
**Bill To**

Phillips Community College of the U of A
Carolyn Harper
charper@pccua.edu
870-338-6474 x1128

**Ship To**


<table>
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**All prices in US Dollars. Price Quote good for 30 days.**

**Total**

USD 2,285.30

www.spellex.com
Purchase Order

Purchase Order Number: P0008328
Purchase Order Total: $3,851.00
Vendor ID and/or Name: 0000024 HESI

Purchase Order Status: Recorced
AP Type: GF General Fund Payables
Purchase Order Date: 09/24/08
Status Date: 11/09/08
Maintenance Date: 09/24/08
Expected Delivery Date: 09/29/08
Initiator: Ms. Kim F. Rawls
Ship to: 10 Phillips Community College-Hel

Created from Requisitions: 09/27/13
Vouchers Created: 09/28/08

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Printed Comments:
Field workshop for Career
Pathways students for
Nov. 10-20, 2010

Comments:
Approval Date: Deborah King 09/24/08

Next Approval

CLOSE WINDOW
I hope this means we got the entire $278,550. I will let you know as soon as I know for sure. Thanks for your quick response...this will be very good for the program. You will finally get your Sim Man. Debby King

From: Carla Morris [mailto:Carla.Morris@arkansas.gov]
Sent: Friday, March 27, 2009 9:41 PM
To: Deborah King
Subject: TANF Training Project (Phillips Community College of the University of Arkansas)
Importance: High

Congratulations!

This is to inform you that the Department of Workforce Services and Arkansas Department of Higher Education review committee for the TANF Training Project has completed its review of the application submission for the Career Pathways Outreach project from Phillips Community College of the University of Arkansas. The recommended application from your campus is currently being forwarded to the Directors of both agencies for a final review.

Upon approval of the application by both Directors, your agency will receive a final funding award notification signed by both Directors. In addition, an agreement packet will be forwarded to you for review and signature to be returned to the Department of Workforce Services.

If you have any questions pertaining to the remainder of the process, please do not hesitate to contact Carla Morris at 501.683.1352 or carla.morris@arkansas.gov.

Thanks

Carla Morris
Program Operations Manager
DWS/Employment Assistance/TANF Contracts Unit
PO Box 2981
Little Rock, AR 72203
(501) 983-1352 (Office)
(501) 983-1531 (Fax)

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Arkansas Dept of Workforce Services (ADWS)
Temporary Assistance for Needy Families (TANF) Training Project Application
PCCUA Response to Committee Questions 1, 2, 3

Restatement of Goal and Actions

PCCUA will increase retention and success for all students enrolled in the Allied Health Career Pathway.

PCCUA requests funding for supplies and instructional materials to assist students with achieving success in their allied health program of study. The use of a HESI RN review course will increase the number of graduates passing the NCLEX exam on the first attempt. The use of SIM Annes and SIM Man will improve instruction, as well as educational and program outcomes. In addition, PCCUA requests funding to present one CNA course during the Summer I, 2009 session.

If funded, PCCUA will:

- Provide a comprehensive Summer 2009 HESI RN review course
- Purchase Vital SIM-Nursing Annes and one SIM Man for use with all allied health students.
- Purchase NLN Written Simulation Modules compatible with Vital Sim Nursing Anne and Sim Man
- Teach a Certified Nursing Assistant Training (CNA) session in the Summer I session of 2009

Modules and simulation mannequins may be reused indefinitely. These simulation modules allow students to make clinical decisions in a lab setting that mirror those that would be made to care for a live client. Present a Certified Nursing Assistant Training (CNA) session in the Summer I session of 2009.

1. Documentation of High Wage and High Need

All programs included on the Allied Health Career Pathway meet the “high wage and high demand” category except the CNA program.

<table>
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<tr>
<th>Discipline</th>
<th>Estimated Annual Salary</th>
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<tr>
<td>ADN</td>
<td>$57,748</td>
</tr>
<tr>
<td>PN</td>
<td>$36,550</td>
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<tr>
<td>MLT</td>
<td>$37,440</td>
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<tr>
<td>Phlebotomy</td>
<td>$27,300</td>
</tr>
<tr>
<td>EMT</td>
<td>$32,000</td>
</tr>
<tr>
<td>CNA</td>
<td>$14,560</td>
</tr>
</tbody>
</table>

Table 1: Allied Health Occupations Estimated Annual Salary
2. Documentation of Employability of Graduates

PCCUA student surveys indicate that all students seeking employment in the Allied Health programs find employment.

**Student Documentation**

Before graduates separate from the Allied Health programs, graduates complete an Exit Interview survey to determine (1) if they are seeking employment; (2) their place of employment; (3) position filled; and (4) current contact information. The faculty reviews the data to determine the percentage of graduates seeking employment who obtained employment within six months of graduation. Those graduates not seeking employment at the time of the Exit Interview are asked to notify the Dean of Allied Health immediately upon employment. For 6 months after graduation, the Dean of Allied Health adds this new information to Exit Interview data collected from graduates at the time of graduation. In 2008, the faculty added expected levels of achievement to monitor graduate rates and patterns of employment for graduates on each campus.

**Program Outcomes**

- Rates of Employment
- Patterns of Employment

**Expected Levels of Achievement**

- Ninety percent (90%) of all graduates seeking employment will be employed in an allied health position within 6 months of graduation.
- Ninety percent (90%) of graduates on each campus seeking employment will be employed in an allied health position within 6 months of graduation.
- Ninety percent (90%) of all employed graduates will initially practice in an acute- or long-term health care setting.
- Ninety percent (90%) of employed graduates on each campus will initially practice in an acute- or long-term health care setting.

Program outcomes always have been exceeded. All graduates seeking employment have been employed within six months of graduation and initially practiced in acute- or long-term care settings as illustrated in Table 2.
Table 2: Job Placement Rates and Patterns of Employment for All Graduates from Active Allied Health Programs Except CNA

<table>
<thead>
<tr>
<th>Graduating Classes</th>
<th>Percentage of All Graduates Seeking Employment Who are Employed Within Six Months of Graduation</th>
<th>Percentage of All Graduates Employed in an Acute- or Long-term Care Settings</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>100%</td>
<td>100%</td>
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<tr>
<td>2007</td>
<td>100%</td>
<td>100%</td>
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<tr>
<td>2006</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>2005</td>
<td>100%</td>
<td>100%</td>
</tr>
<tr>
<td>2004</td>
<td>100%</td>
<td>100%</td>
</tr>
</tbody>
</table>

**Employer Documentation**

An informal phone interview revealed that several hospitals indicated the need for more nurses, MLT's, phlebotomists, EMT's, and CNA's. This confirms there is a critical shortage of almost all health care providers in every discipline. In addition, those surveyed indicated a high employee turnover rate at their facilities (see Table 3).

Table 3: Health Care Agencies Surveyed

<table>
<thead>
<tr>
<th>Sites Surveyed</th>
<th>Documentation of Need for Allied Health Employees</th>
<th>Documentation of High Turnover Rate in Allied Fields</th>
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<tr>
<td>Helena Regional Medical Center</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Northwest Mississippi Regional Medical Center</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Baptist Health Stuttgart</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Arkansas Department of Health -- EMS and Trauma Systems</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Arkansas Department of Human Services</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Arkansas State Board of Nursing</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>DeWitt Hospital and Nursing Home</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

Note: Letters Attached

Other clinical agencies not interviewed where numerous graduates found employment included Forrest City Hospital, Delta memorial Hospital, St. Vincent’s Hospital in Little Rock, Arkansas Children’s Hospital. In addition, students are employed at nursing homes, the Arkansas Department of Public Health, the Arkansas Health Education Consortium, doctors' offices, schools, and many other places.

3. **Total Number of Students Served**

The figures presented document the least number of students who will be served by the changes made to strengthen the Allied Health Career Pathways. Actually, that is a low count because all Allied Health Students will use the equipment purchased. The program will serve a minimum number of **243 students per year**. The equipment is reusable from
year to year so it will be purchased and used beginning Summer 2009 but will actually be used for a much large number of students than the number provided.

Student Enrolled in Programs Using Services (first year of use)
Associate Degree in Nursing=110
Practical Nursing Degree =40
Medical Lab Technology=8
Phlebotomy=10
Emergency Medical Technology=10
Certified Nursing Assistant =10
Total Students Served=188 students per year

RN HESI Review
ADN=55
Total Students Served=55 students per year
# LINE ITEM BUDGET

## Improving the Allied Health Career Pathway

**Allied Health**

<table>
<thead>
<tr>
<th>Equipment Type</th>
<th>Cost</th>
<th>Cost Share</th>
<th>Cost Share</th>
<th>Cost</th>
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</thead>
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<tr>
<td>Vital SIM-Nursing Anne (6 for 11 beds)</td>
<td>$60,000</td>
<td>$20,000</td>
<td>$20,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>Equipment for SIMS-IV infusions, pumps, ekg, module kits (wound, trauma, bleeding)</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$30,000</td>
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<td>SIM-Man</td>
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<td>SIM-Man Modules</td>
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<td>NLN Written Modules</td>
<td>$7,000</td>
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<tr>
<td>HESI RN Review Course 27 Level IV students</td>
<td>$6,750</td>
<td>Share</td>
<td>Share</td>
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<td><strong>Subtotal</strong></td>
<td>$183,750</td>
<td>$37,000</td>
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Note: all SIM equipment is interchangeable. SIM Nursing Anne and SIM Man use the same equipment and instructional modules.

## Providing CNA Summer Instructional Programs

<table>
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<tr>
<th>CNA Faculty</th>
<th>Summer 1</th>
<th>Faculty Total</th>
<th>Students Tuition</th>
<th>Costs</th>
<th>Total Cost</th>
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<tr>
<td>Phillips County</td>
<td>$7,000 each (2 faculty)</td>
<td>$14,000</td>
<td>10 students @ $680</td>
<td>$6,800</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td>$14,000</td>
<td>$14,000</td>
<td>10 student</td>
<td>$6,800</td>
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</table>

$55 per credit, $12 in fees, and a once per semester technology fee of $10.

Grand Total Requested $278,550
March 26, 2009

Amy Hudson, RN, MSN
Phillips Community College
PO Box 785
Helena, AR 72342

Amy:

We appreciate the opportunity to work with you and your students as a clinical site for the Nursing Program at PCC. As you know, the demand for well-trained nurses is our most critical need at Northwest Mississippi Regional Medical Center. This past year our nursing turnover at NWMMRC was more than double the national nursing turnover rate of 15%. So I anticipate our need for nurses to remain consistent in the foreseeable future.

I understand you are working hard to bring the latest teaching technology to the School and applaud your efforts. The use of clinical scenario training is key to the development of critical decision-making skills and is the most important skill for hospital-based nurses in today's hospitals.

Thank you for your on-going support of our mission to provide high quality, compassionate health care to our community. Please do not hesitate to call on me if I can be of support to you and your students in any way.

Professionally,

Steve Brackeen, RN
Chief Nursing Officer
March 26, 2009

Amy Hudson
Dean of Allied Health
Phillips County Community College

VIA FAX/MILE

RE: Need for nursing assistant training programs and certified nursing assistants

Dear Ms. Hudson,

Phillips County Community College is strategically situated in the Arkansas Delta and is greatly needed as a site to provide nursing assistant training. The current training program is the only one in the area and serves at least a five-county area. The total number of nursing home beds in that area total 1,070.

Certified Nursing Assistants (CNAs) are used in many settings, such as nursing homes, home health, hospitals, assisted living centers and many others. Loss of a consistently scheduled, high quality training program would be detrimental to the Delta, nursing home residents in the areas served, and the State of Arkansas.

Thank you for continuing to provide a high quality training program. Phillips Community College is an example of the hard work and dedication needed to improve and maintain the lives of all consumers of certified nursing assistant care.

Sincerely,

Renee Davison, RN
Nursing Assistant Training Program
Office of Long Term Care
Division of Medical Services
Department of Human Services
March 26, 2009

Amy Hudson, MSN, RN
Dean, Department of Nursing
Phillips County Community College
P.O. Box 785
Helena-West Helena, AR 72342

Dear Ms. Hudson:

I am writing this letter in response to your inquiry about the nursing shortage in Arkansas. The largest numbers of nurses in Arkansas are 50-55 years old and as they retire, the effects of the nursing shortage will only intensify. The rural areas of the state, such as DeWitt, are feeling the shortage more intensely than the metropolitan areas. Having high quality nursing programs is an important aspect of alleviating the shortage and they cannot graduate competent individuals without adequate financial resources.

If I can be of any further assistance, please let me know.

Sincerely,

Sue A. Tedford, MSN, RN
Director of Nursing Education
March 26, 2009

Amy Hudson, RN, MSN
Dean of Allied Health
PO Box 785
Helena, AR 72342

Dear Mrs. Hudson:

This letter is to confirm there is a need for EMTs, phlebotomist, medical laboratory technicians, as well as practical and registered nurses in the eastern Arkansas region. Services provided by these professionals are vital in maintaining quality healthcare services to the citizens of eastern Arkansas.

Sincerely,

[Signature]

Tom Fewell
Chief Executive Officer
March 26, 2009

Phillips Community College
PO Box 785
Helena, AR 72342

To Whom It May Concern:

Phillips Community College is the local training site accredited through the Arkansas Department of Health, Section of EMS and Trauma Systems, to provide Emergency Medical Services’ provider education for the citizens of Arkansas. They have held this certification continuously since 1983.

The Emergency Medical Technician education program requires disposable and non-disposable equipment for teaching the pre-hospital care of patients who need emergency medical and/or trauma assessment and ambulance transport to a hospital. Phillips Community College is applying for a grant to obtain equipment needed to educate the Basic Emergency Medical Technicians (EMT), among other allied health programs. Phillips Community College fills a vital role for pre-hospital education for Emergency Medical Services providers.

I commend the college for its long service to the prehospital community by providing quality education to the Emergency Medical Services providers. If I can provide additional information, please contact me at (501) 661-2333.

Sincerely,

[Signature]

Norajean Miles Harrell
Certification Administrator
Section of EMS and Trauma Systems
March 26, 2009

Amy Hudson, RN, MSN
P.O. Box 785
Helena, AR 72342

Dear Mrs. Hudson,

This letter is to confirm there is a need for registered and practical nurses, MLT, phlebotomist, EMT's, and CNA’s in the Eastern Arkansas Region.

Sincerely,

[Signature]
Darren Caldwell, CEO
DeWitt Hospital and Nursing Home
March 26, 2009

Amy Hudson
Dean of Allied Health
Phillips Community College of the U of A
P. O. Box 785
1000 Campus Drive
Helena, AR 72342

Dean Hudson:

This letter is to verify the need for trained medical personnel in the Grand Prairie area. As acting CEO of the Baptist Health Stuttgart, I see daily the need for nurses, EMT's, phlebotomists and MT's. Quality health care rests in the hands of well trained professionals at all levels of service. It is our mission to provide quality care to our service area. To do so, we must have a continuing supply of workers in these fields.

Regards,

[Signature]

Troy Wells, Interim CEO
Baptist Health Stuttgart
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**This property has been added to the sub-recipient master Inventory.**

**SUBRECIPIENT PROPERTY CUSTODIAN:**

Charles E. Brown

**DATE:**

11/13/09
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*This property has been added to the sub-recipient master inventory.*

SUB-RECIPIENT PROPERTY CUSTODIAN

[Signature]

DATE: 1/13/09
PC introduces new patient simulators for nursing students

Students can learn how to perform relevant advanced live support skills

By MARLA CLARK
College Relations Coordinator

Beginning this semester at Phillips Community College of the University of Arkansas (PCCUA), nursing students will be introduced to two new, full-scale patient simulators, SimMan® and SimBaby®. These advanced patient simulators are beneficial in helping students learn how to perform relevant advanced life support skills.

PCCUA nursing educators recently underwent training by Tim McClelland, an education specialist with Laerdal, of St. Louis, Missouri. PCCUA Dean of Allied Health Amy Hudson and the nursing faculty were very impressed with the capabilities of SimMan® and SimBaby® and their anticipated contribution in creating an active learning environment for PCCUA nursing students.

SimMan® and SimBaby® are interactive, high-tech mannequins with voices and lifelike anatomy, as well as clinical features such as pulse points, a chest that rises and falls during breathing, and replaceable skin that allows students to practice starting intravenous infusions and administering injections. Both simulators are designed to challenge students' clinical and critical thinking skills as they respond to various National League for Nursing and faculty developed scenarios in the emergency treatment of patients.

"We are very pleased to be able to provide these innovative patient simulators for our students," Hudson said. "We see this as a tremendous asset in teaching our students to correctly respond to real patient situations. During simulated clinical scenarios, students learn how to monitor both patient simulators. When students do not provide the correct nursing interventions for a selected situation, SimMan® and SimBaby® conditions will continually worsen, and they eventually will die. As such, these simulators provide an excellent opportunity for our students to learn the positive outcomes of correct nursing decisions and interventions as well as the dire consequences of wrong nursing decisions and interventions."

For information about enrolling in the Associate Degree Nursing or Practical Nursing Programs at PCCUA, please contact Hudson at (870) 338-6474, ext. 1371.
Phillis Community College U of A – DeWitt Foundation

Dear Sirs:

The board of the South Arkansas County Health Foundation has decided to contribute $5,000.00 to thePhillis Community College U of A – DeWitt Foundation. It is in the spirit of cooperation and community pride that we partner with the college to train persons interested in the medical field.

Pursuant to our by-laws, the money must be spent in medical or health related areas.

This could be the PN, RN, and EMT programs, including classroom needs in equipment and materials, but excluding salary. Also eligible would be scholarships in any of the health related fields.

We ask that you keep our foundation informed of all expenditures of the money. Again, this will serve as a record to our board to comply with our by-laws. Each time any funds are dispersed, we ask that you mail an accounting to the chairman of our foundation, along with copies to the members listed.

Yours truly,

Eddie Lumsden, Chairman
Please mail notification of expenditures, as they occur to:

Mr. Eddie Lumsden, Chairman
South Arkansas County Health Foundation
718 Hwy 343
DeWitt, Arkansas 72042

Please mail copies of the letter sent to the chairman to the following:

Mr. David Jessup
DeWitt Bank & Trust Co.
Drawer 71
DeWitt, AR 72042

Mr. Larry Bauer
Planters & Merchants Bank
P.O. Box 357
Gillett, AR 72055

Mr. Gary Hudson
Farmers & Merchants Bank
P.O. Box 696
DeWitt, AR 72042

Mr. Warren Jennings
Arkansas County Bank
P.O. Box 511
DeWitt, AR 72042
February 26, 2009

Mr. Eddie Lumsden
718 Highway 343
DeWitt, AR 72042

Dear Mr. Lumsden:

On behalf of DeWitt campus allied health faculty and students, I would like to thank South Arkansas County Health Foundation members for their generous gift of $5,000. This money will be used as designated to support allied health education on the DeWitt campus. Community partnerships with organizations such as yours are vital. These partnerships assist the college to continue to provide quality allied health programs and aid students to achieve program and educational outcomes.

The administrators, faculty, and I invite you and other board members to visit the DeWitt campus any time. Again, thank you for your generous gift and unfailing support of our allied health programs.

Sincerely,

Amy Hudson, RN, MSN
Dean of Allied Health

cc: Carolyn Turner, Vice Chancellor
    Diana Graves
Phillips Community College of the University of Arkansas
Practical Nursing Program
Library Holdings

Lewis Library
- 36,088 volumes
- 480 nursing/allied health titles

DeWitt
- 5,357 volumes
- 301 nursing/allied health titles

Stuttgart
- 7,288 volumes
- 227 nursing/allied health titles
On the Shelf .... DeWitt Campus Library

American Heritage
American Journal of Nursing
Arkansas Business
Arkansas Libraries
Arkansas Sportsman
Business Education Forum
Business Week
Community College Journal
Community College Times
DeWitt Era-Enterprise
Discover
Early Childhood Today
Field & Stream
Fortune

Geriatric Nursing
Grand Prairie Historical Society Bulletin
Heart & Lung Journal of Acute & Critical Care
Image/Journal of Nursing Scholarship
JOGNN: Journal of Obstetric, Gynecologic & Neonatal Nursing
Journal of Education for Business
Journal of Emergency Medical Nursing
Journal of Practical Nursing
Library Journal
Mailbox (The)
MCN: The American Journal of Maternal Child Nursing
Med/Surg Insider

Please check the online library catalog or the Circulation Desk for specific issues or titles that may be discontinued or archived.
National Geographic
News for You
Newsweek
Nursing
Nursing Clinics of North America
Nursing Made Incredibly Easy
Nursing Outlook

Office Solutions

Popular Science
Psychology Today

Reader’s Digest
RN Magazine

Scientific American
Stuttgart Daily Leader

USA Today

Wall Street Journal
### On the Shelf .... Library, Helena Campus

**1. American Journal of Nursing**
- Dimensions of Early Childhood
- Discover

**2. American Nurse**
- Ebony
- Education Digest
- Essence
- Fortune
- Good Housekeeping

**3. ANS, Advances in Nursing Science**
- Harvard Health Letter
- Harvard Heart Letter
- Harvard Women's Health Watch
- Health
- Holistic Nursing Practice

**4. Cancer Nursing**
- Childhood Education
- Choice

**5. Clinical Nurse Specialist**
- College and Research Libraries

**6. College and Research Libraries News**
- Journal of Adolescent & Adult Literacy and Reading Research Quarterly
- Journal of Childcare Administration
- Journal of Community Health Nursing
- Journal of Education for Business
- Journal of Emergency Nursing: HEN
- Journal of General Education
- Journal of Higher Education

**7. Critical Care Nurse**
- Daily World (Helena/West Helena)
- Diabetes Educator
- Dimensions of Early Childhood
- Discover

**8. Clinical Nurse Specialist**
- College and Research Libraries

**9. Consumer Reports**

**10. Daily World (Helena/West Helena)**

**11. Diabetes Educator**
- Discover

**12. Dimensions of Early Childhood**

**13. Discover**

**14. Ebony**

**15. Education Digest**

**16. Essence**

**17. Fortune**

**18. Good Housekeeping**

**19. Harvard Health Letter**

**20. Harvard Heart Letter**

**21. Harvard Women's Health Watch**

**22. Health**

**23. Holistic Nursing Practice**
On the Shelf .... Lewis Library, Helena Campus

Kiplinger's Personal Finance Magazine
Library Journal
Literacy Research & Instruction

Mathematics Teaching in the Middle School
Mayo Clinic Health Letter
MCN: American Journal of Maternal/Child Nursing
Motor Trend

Nation (The)
National Geographic

Please check the online library catalog or the Circulation Desk for specific issues or titles that may be discontinued or archived.
US

National Wildlife
New Directions for Adult & Continuing Education
New Directions for Community Colleges
New Directions for Higher Education
New Directions for Student Services

Nurse Educator

Nursing Clinics of North America
Nursing Economics
Nursing Made Incredibly Easy
Nursing Outlook
Nursing Research
Nursing Standard
Nursing Times
Nutrition Action Health Letter

Oncology Nursing Forum
Outdoor Life

Parents Magazine
PC World
Pediatric Nursing
Popular Mechanics
Popular Photography
Popular Science
Prevention
Psychology Today

Reader's Digest

RN
Science News

Revised September 2008
us

Scientific American

Time
USA Today

Wall Street Journal
Working Mother

Young Children
On the Shelf .... Stuttgart Campus Library

American Heritage
American History
American Journal of Agricultural Economics
American Nurseryman
Annual Editions
Arkansas Business
Arkansas Sportsman
Arkansas Wildlife
Art in America
Artforum International
Astronomy
Audubon
Business Education Forum
Business Week
Chronicle of Higher Education
College & Research Libraries News
Community & Junior College Libraries
Community College Journal of Research and Practice
Community College Review
Community College Times
Community College Week
Developmental Psychology
Discover
Early Childhood Education Journal
Farm Journal
Forbes
Fortune
Grand Prairie Historical Society Bulletin
Greenhouse Grower
Harvard Business Review
Herpetologica
Herpetological Review
Horticulture
How
Human Resource Development Quarterly
Human Resource Management
Islamic Horizons
Instructor(Scholastic Early Childhood Today)
Journal of the Botanical Research Institute of Texas (SIDA)
Journal of Developmental Education
Landscape Management
Mailbox (The)
National Wildlife
Natural History
New Directions for Adult and Continuing Education
New Directions for Community Colleges
New Directions for Higher Education
New Directions for Student Services
News for You
Newsweek
Office Pro
Office Solutions

Please check the online library catalog or the Circulation Desk for specific issues or titles that may be discontinued or archived.

Revised February 2007
Organic Gardening
Oxford American
PC World
Physics Today
Popular Mechanics
Print
Progressive Farmer
Psychology Today
Reader's Digest
Reference & Users Services Quarterly
Reference Shelf
Resources
Science
Science News
Scientific American
Sky & Telescope
Smithsonian
Southwestern Naturalist
STEP Inside Design
T & D Techniques
Time
Training
USA Today
Video Librarian
Wall Street Journal
Wilson Journal of Ornithology
Workforce Management
NEW TITLES FOR THE STUTTGART CAMPUS LIBRARY -- PLEASE START SUBSCRIPTIONS AS SOON AS POSSIBLE

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**Estimated Total Cost for New Subscriptions** $3330.81
SCHEDULE A
Concept Media CD Programs

Name(s) of Program(s):

102.2C: Error Prevention
104.1C: Tracheostomy: Basic Care
104.2C: Tracheostomy: Advanced Care
106.1C: Neurologic Assessment: Mental Status and Cranial Nerve Evaluations
106.2C: Neurologic Assessment: Reflex and Motor Evaluations
106.3C: Neurologic Assessment: Cerebellar Function and Sensory Evaluations
106.4C: Neurologic Assessment: Diminished Level of Consciousness
109.1C: Cultural Competence: Cultural Diversity and Healthcare
109.2C: Cultural Competence: Becoming Culturally Competent
109.3C: Cultural Competence: Assessment Challenges in a Multicultural Environment
111.1C: Introduction: Concepts, Values, and Decision Making
111.2C: Respect: Dignity, Autonomy, and Relationships
111.3C: Commitment: Patients, Professionalism, and Boundaries
111.4C: Protection: Privacy, Safety, and Standards
114.1C: Respiratory Suctioning: Introduction and Upper Airway
114.2C: Respiratory Suctioning: Lower Airway
115.1C: Cardiac Disorders: Coronary Artery Disease, Part one
115.2C: Cardiac Disorders: Coronary Artery Disease, Part two
116.1C: Cardiac Disorders: Heart Failure part one
116.2C: Cardiac Disorders: Heart Failure part two
117.1C: 3-Lead EKG: Introduction
117.2C: 3-Lead EKG: Sinus and Atrial Dysrhythmias
117.3C: 3-Lead EKG: Heart Block
117.4C: 3-Lead EKG: Ventricular Dysrhythmias
118.1C: Chronic Obstructive Pulmonary Disease
118.2C: Cystic Fibrosis
119.1C: Pulmonary Embolism
119.2C: Pleural Effusion and Hemotorax
119.3C: Pneumothorax & Tension Pneumothorax
119.4C: Acute Respiratory Distress Syndrome
121.1C: Arterial Blood Gases: Preliminary Considerations
121.2C: Arterial Blood Gases: Performing the Procedure
123.1C: Techniques of Drug Administration
123.2C: Vital Signs, Assessment, and Health Screening
123.3C: Sterile Techniques
123.4C: Hygiene and Mobility
123.5C: Tubes Management
126.1C: Wound Healing-Beginning
657.2C: Hemodialysis
657.3C: Continuous Renal Replacement Therapy
659.1C: Anatomy, Physiology and Equipment: NG Tubes
659.2C: Gastric Intubation
659.3C: Nasoenteric Care
659.4C: Percutaneous Endoscopic Feeding Tubes
663.1D: Depressive Disorders, Part 1
663.2D: Depressive Disorders, Part 2
663.3D: Bipolar Disorders
663.4D: Antidepressants and Mood Stabilizers
667.1D: Causes, Assessment and Treatment of Personality Disorders
667.2D: Paranoid, Schizoid, and Schizotypal
667.3D: Antisocial, Borderline, Histrionic and Narcissistic
667.4D: Avoidant, Dependent, and Obsessive-Compulsive
672.1C: Breaking the Chain of Infection
672.2C: Hand Hygiene and Gloving
672.3C: Basic Sterile Technique
673.1D: Avoiding Charges of Negligence
673.2D: Documentation: The Best Defense
676.1D: Panic Disorder and Agoraphobia
676.2D: Specific and Social Phobias
676.3D: Obsessive-Compulsive Disorder
676.4D: Acute and Posttraumatic Stress Disorders
676.5D: Generalized Anxiety Disorder
677.1C: Intramuscular Injections
677.2C: Subcutaneous Injections
677.3C: Intradermal Injections
677.4C: Injectable Medications
678.1C: Diet During Pregnancy
679.1D: Risk Factors of Infection on the Elderly
679.2D: Prevention and Assessment: Infection in the Elderly
680.1D: Physical Assessment of a Child, Part 1, Digital video on CD
680.2D: Physical Assessment of a Child, Part 2, Digital video on CD
681.1C: IV Medication Administration - An Overview
681.2C: Administering IV Meds to Adults
681.3C: Administering IV Meds to Children
683.1C: Medication Challenges in the Elderly, Part 1
683.2C: Medication Challenges in the Elderly, Part 2
685.1C: Physiology of Glucose Regulation
685.2C: Pathophysiology of Diabetes
685.3C: Nutrition Therapy, Exercise, and Sick Day Management
685.4C: Insulin and Oral Antidiabetic Agents
685.5C: Hypoglycemia, Hyperglycemia, and Monitoring
685.6C: Neuropathy, Nephropathy, and Retinopathy
685.7C: Cardiovascular Disease and the Diabetic Foot
687.1C: Pregnancy
687.2C: Labor and Delivery
687.3C: Pain Control During Labor and Delivery
687.4C: Leopold's Maneuvers

Location of Site:

1000 Campus Drive
Helena, AR 72342

Number of Users enrolled by Licensee:

50 (Simultaneous)

License Fee per Program:

$111.00 (1) = $111.00
$265.50 (1) = $265.50
$276.50 (1) = $276.50
$316.00 (128) = $40,448.00

Total: $41,101.00
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<th>Database Titles from Ebsco</th>
<th>Coverage</th>
<th>Approximate Number of Titles</th>
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<tr>
<td>Academic Search Elite</td>
<td>Academic areas of study</td>
<td>More than 2000 journals – more than 1550 peer-reviewed titles</td>
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<tr>
<td>Business Source Elite</td>
<td>Business</td>
<td>Approximately 1100 business publications – approximately 500 peer-reviewed titles</td>
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<tr>
<td>CINAHL with Full Text</td>
<td>Nursing and Allied Health</td>
<td>More than 600 journals, many full text</td>
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<tr>
<td>EBSCO Animals</td>
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<tr>
<td>ERIC</td>
<td>Education</td>
<td>Links to more than 224,000 full-text documents</td>
</tr>
<tr>
<td>Funk &amp; Wagnalls New World Encyclopedia</td>
<td>Various subjects</td>
<td>Over 25,000 encyclopedia entries</td>
</tr>
<tr>
<td>Health Source: Nursing/Academic Edition</td>
<td>Various medical disciplines</td>
<td>Nearly 550 scholarly full-text journals – 1300 generic drug patient education sheets</td>
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<tr>
<td>Health Source: Consumer Edition</td>
<td>Consumer health information on various health topics</td>
<td>Nearly 80 full-text consumer health magazines</td>
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<tr>
<td>Legal Collection</td>
<td>Information on current issues, studies, trends in legal world</td>
<td>More than 250 scholarly law journals</td>
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<tr>
<td>MAS Ultra—School Edition</td>
<td>Reference, biographies, images</td>
<td>More than 500 full-text magazines</td>
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<tr>
<td>MasterFILE Premier</td>
<td>General interest subject areas</td>
<td>Nearly 1750 general reference publications and nearly 500 full-text reference books</td>
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<tr>
<td>Middle Search Plus</td>
<td>Biographies, primary source documents, images</td>
<td>More than 140 popular middle school magazines</td>
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<tr>
<td>MLA Directory of Periodicals</td>
<td>Listing of current information on periodicals</td>
<td>Includes over 7100 journals</td>
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<tr>
<td>MLA International Bibliography</td>
<td>Journal articles, books, dissertations</td>
<td>More than 4400 journals and series – nearly 60 titles from J-STOR</td>
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<tr>
<td>Newspaper Source</td>
<td>National and international newspapers, TV and radio transcripts</td>
<td>35 national and international newspapers; 375 regional US newspapers</td>
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<td>Primary Search</td>
<td>Elementary school research</td>
<td>More than 70 magazines</td>
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<td>Professional Development Collection</td>
<td>Education</td>
<td>Nearly 520 journals – nearly 350 peer-reviewed titles</td>
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<tr>
<td>PsycINFO</td>
<td>Behavioral science and mental health</td>
<td>More than 2200 periodicals</td>
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<tr>
<td>Psychology and Behavioral Sciences Collection</td>
<td>Emotional and behavioral characteristics, psychiatry &amp; psychology, mental processes, anthropology, and observational/experimental methods</td>
<td>Nearly 600 journals</td>
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<tr>
<td>Regional Business News</td>
<td>Regional business publications</td>
<td>75 business journals, newspapers, newswires</td>
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<tr>
<td>TOPICsearch</td>
<td>International and regional newspapers, periodicals, biographies, public opinion polls, government information</td>
<td>Approximately 1622 sources</td>
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Library Electronic Resources

**Gale Group Database Titles**

- Opposing Viewpoints – approximately 750 titles
- Literature Criticism Online – includes:
  - Classical & Medieval Literature Criticism
  - Contemporary Literature Criticism
  - Literary Criticism from 1400-1800
  - 19th Century Literature Criticism
  - 20th Century Literature Criticism

**Additional Electronic Resources**

- Britannica Online
- SIRS Discoverer
- SIRS Knowledge Source
- WorldCat
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<td>Totals for LOCATION: 20 - Dewitt</td>
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# Phillips Community College of the University of Arkansas
## Department of Nursing
### DeWitt and Helena Campuses
#### Three Year Plan for Library Resources-Doody’s Collection
##### Spring 2008-2010

<table>
<thead>
<tr>
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</table>

- ADN Learning Resources and PN Faculty Committee Members will surge each April texts with publish date older than 5 years on the DeWitt, HWH, and Stuttgart campuses.
- ADN Learning Resources and PN Faculty Committee Members will evaluate each October the continued relevance of items contained in the periodical collection on the DeWitt, HWH, and Stuttgart campuses.
- Resources older than 5 years that remain in the collection will be labeled "Reference is for Historical and Research Purposes Only and is Not Intended as a Current Healthcare Reference".
- The plan will be repeated every 3 years to maintain current library holdings on the DeWitt, HWH, and Stuttgart campuses.
Phillips Community College of the University of Arkansas
Allied Health
Learning Resources Committee Minutes
December 9, 2008

Members present: Campbell, Naylor, McGee, Saia, McCullars, McKewen, Moss

Members absent: None

Called to order: Campbell called the meeting to order at 9:00 a.m.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Resources DeWitt Campus</td>
<td>The faculty reviewed the entire list of nursing titles. J. Townsend was asked to cull from the collection any title highlighted in pink on the attached DeWitt library list. Based on the titles culled, approximately 100 current texts were selected by the faculty to be purchased for the DeWitt library.</td>
<td>A. Hudman, DAH, ordered texts selected by the faculty to replace those books identified to be removed from the DeWitt library collection. See attached Majors and Barnes &amp; Noble’s order forms.</td>
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<td>Adjourned</td>
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<td>Meeting Adjourned at 11:30 a.m.</td>
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Submitted by:
Jewel Naylor
Gerontological Nursing (2006) Mauk
Gerontological Nursing (2005)
Gerontological Nursing & Health Aging (2005) Ebersole
Primary Care of the Child with a Chronic Condition (1996) Jackson
Primary Health Care of Children (1997) Fox
The Bipolar Child (2002) Papalos
Handbook of Mental Health Interventions in Children and Adolescents (2004) Steiner
Developmental Care of Newborn & Infant (2004) Kenner
Nursing Excellence for Children & Families (2006) Rosenberg
Pediatric Nursing: Caring for Children (2008) Ball
Assessment and Care of the Well Newborn (2005) Hall
Heartsaver Pediatric First Aid Student Workbook (2006) 618.92
Postpartum Mood & Anxiety Disorder (2006) Beck
Obstetric & Pediatric Pathophysiology (2008) Madara
Psychosocial adaption in Pregnancy (1996) Lederman
Danforth Obstetrics and Gynecology (2003) Scott
Moderate Sedation/Analgesia (2004) Kost
Nursing Anesthesia (2001) Nagelhout
Mental Health Nursing Reviews & Rationales (2008) Gaylord
The Mind's Fate (1995) Coles
Mental Health & Mental Illness (7th) (2002) Barry
Mental Health & Mental Illness (6th) (1998) Barry
Care of the Adult With a Chronic Illness or Disability (2004) Guillett
Palliative Care Nursing (2006) Matzo
Synergy for Clinical Excellence (2005) Hardin
Critical Care Nursing (2007) Kaplow
Preparing Nurses for Disaster Management (2005) Langan
The Clinical Practice of Neurological and Neurosurgical Nursing (2003) Hickey
The Clinical Nursing Specialist Role in Critical Care (1994) Gawlinski
Comprehensive Psychiatric Nursing (1997) Haber
Critical Care Nursing (1996) Clochesy
Critical Care Nursing: Diagnosis and Management (1998) Thelan
Fundamentals of Mental Health Nursing (1997) Neeb
Core Curriculum for Gerontological Nursing (1996) Luggen
Nursing Care of Children Principles & Practice (1997) Ashwill & Droske
Nursing Care of Geriatric Emergencies (1996) Bradway
Nursing Care of Critically Ill Child (1992) Hazinski
Oncology Nursing (3rd Ed.) (1997) Shirley
Psychiatric Nursing Diagnosis Care Plans (1997) Paquet, Rodemich
Pediatric Home Care (1997) Votruba & Townsend
Perioperative Nursing Care Planning (1996) Rothrock
Mental Health Nursing (2003) Fontaine & Fletcher
Worrall Psychiatric Nursing Care Plans (2003) Fortinash & Holladay
Gerontological Nursing (1996) Lueckentte, Antoinette
Gerontological Nursing (1997) Burke & Walsh
Essentials of Perioperative Nursing (1997) Spry
Mosby's Critical Care Nursing Reference (1996) Stillwell
Essentials of Psychiatric Nursing (1994) Taylor
Understanding Basic Pharmacology (1994) MacDermott
Pharmacotherapies (1998) Kuhn
Intro Clinical Pharmacology (1996) Scherer & Roach
Davis Guide to IV Medications (1996) Vallerand & Deglin
Mosby’s Handbook of PT Teaching (1996) Canobbio
Teaching PT’s with Low Literacy Skills (1996) Doka, Doka, Root
The Practice of PT Education (1997) Redman
Practical IV Therapy (1996) Steele
Clinical Handbook of Psychotropic Drugs (2005) Bezhchibnyk & Butler
Pharmacologic Basis for Nursing Practice (5th Ed.) (1997) Clark, Queener, Karb
Clinical Calculations Made Easy (2005) Craig
Dosage Calculations Made Incredibly Easy (2005) Craig
Textbook of Blood Banking & Transfusion Medicine (2005) Rudmann
Dosage Calculations (1996) Pickar
Simplified Drugs & Solns for Healthcare Professionals (1997) Dinso
PT Self Management/Chronic Disease (2004) Redman
Clinical Drug Therapy (2007) Abrams
Pocketbook of Infectious Disease Therapy (1994) Bartlett
Pediatric Drugs & Nursing Implications (1997) Binder
Immunohematology (1998) Quinley
Epidemiology in Nursing Practice (1995) Harkness
Infection Control (1996) Palmer
Basic Pharmacology for Nurses (1997) Stock
Pharmacologic Basis for Nursing Practice (2000) Clark, Queener, Karb
Pharmacology (2005) Ashton & Clarkson
Pharmacology for Nursing Care (2004) Lehne
Math for ??? 2005) Macklin
Lippincotts Illustrated Reviews Pharmacology (1992) Myceck, Gertner, Pevper
Health Assessment & Promotion Strategies Throughout Lifespan (1997) Murray & Zentner
Nurse as Educator Principles of Teaching & Learning (1997) Bastable
Health Promotion in Nursing Practice (1996) Pender
Cultural Diversity in Health & Illness (2004) Spector
Vulnerable Older Adults (2004) Burbank
Women's Health A Primary Clinical Guide (1998) Youngkin & Davis
Health Teaching ??? (1993) Boyd, Graham, Glett, Whitman
Nutrition & Diet Therapy (1994) Lutz & Przytulski
Nutrition Concepts & ??? (1997) ???
??? & Diet Therapy (1999) William
Being a Longterm Care Nursing Assistant (1996) Will-Black
Nursing Care of Infants & Children (5th Ed.) (1995) Whaley & Wong
Essentials of Pediatric Nursing (1997) Wong
Maternal/Child Nursing Care (1998) Wong
Rapid Nursing Interventions (1996) Delmar's
Learning Human Anatomy Lab Text & Workbook (2009) Guy
An ??? (6th Ed.) (??) Hales
An ??? (1997) Hales
Health ??? Lifespan (1998) ???
Health Promotion Mobilizing Strengths to Enhance Health Wellness & Wellbeing (2006) Leddy
Geropsychiatric Nursing (1995) Hogstel
Davis Manual of Psychosocial Nursing for General PT Care (19??) Gorman
Nursing Leadership & Management Reviews and Rationales (2009) Hogan
Medical Terminology Short Course (2009) Chabner
Medical Terminology Complete (2009) Wingerd
Nursing Leadership Management and professional practice for LPN/LVN (1997) Anderson
Community as Partner Theory & Practice in Nurse (2004) Anderson x 2
Curriculum Building in Nursing (2nd Ed.) (1978) Bevis
N-Clex Exam-RN Lippincotts (8th Ed.) (2005) Billings
Nursing Care with Peds. Surgical Patients (2007) Browne
The Practice of Nursing Research Conduct, Critique, Utilization (2005) Burns
Nursing Research-Understanding (2003) Burns
From Silence to Voice (2006) Buress
Chicken Soup for the Nurses Soul (2001) Canfield
Conceptual Models of Nursing Analysis & Applications (1996) Fitzpatrick x 2
Ambulatory Care Procedures (2004) Colyar
Teaching Strategies for Nurse Educators (2003) DeYoung
Fundamental Concepts and Skills for Nursing (2005) deWit
Nursing Care Plans (7th Ed.) (2006) Doengnes
Speaking of Nursing Narratives of Practice, Research, Policy, & the Profession (2004) Diers
The Discipline of Nursing (1997) Doheny
Nursing Illustrated History The Finest Art (1985) Donahue
Nursing Illustrated The Finest Art (2nd Ed.) (1996) Donahue
How to Survive & Maybe Even Love Nursing School (2001) Dunham
Family Health Care Nursing Theory, Practice, & Research (2nd Ed.) (2001) Hansen
Family Health Care Nursing Theory, Practice, & Research (3rd Ed.) (2005) Hansen
Introduction to Nursing Assisting (1996) Frey
Family Nursing Research Theory & Practice (2003) Freidman
The Nursing Assistant (1994) McCarthy
Nursing Theorist & Their Work (5th Ed.) (2002) Toney
Nursing Theory Utilization & Application (1997) Alligood
Nurses of All Nations (1990) Brush
Nursing Procedures Made Incredibly Easy (2002) Schiling
The Nursing Profession (1978) Chaska
Nursing Diagnosis: Definition & Classification (2001) Nanda x 2
Parish Nursing (2003) O'Brien
A Nurse's Handbook of Spiritual Care (2004) O'Brien
Psychosocial Nursing (3rd Ed.) (1996) Berry
Procedures for Primary Care Practitioners (1996) Edmonds
Essentials of Nursing Research (5th Ed.) (2001) Polit
Data Analysis & Statistics for Nursing Research (1996) Polit
Philosophical & Theoretical Perspectives (1996) Kenney
Quality Work Environment for Nursing & PT Safety (2005) McGillis
Conceptual Models for Nursing Practice (2nd Ed.) (1980) Riehl
Critical Thinking Tactics for Nurses (2006) Rubenfeid
Role Development in Professing Nursing Practice (2005) Masters

100 Years of American Nursing (1999) Schorr
Understanding the Work of Nurse Theorists (2004) Sitzman
Nursing Diagnosis Reference Manual (2001) Sparks
Foundation of Nursing in the Community (2nd Ed.) (2006) Stanhope
Principles & Practice of Psych Nursing (8th Ed.) (2005) Stuart
Informatics and Nursing (2003) Theede
Fundamental Skills & concepts in Patient Care (7th Ed.) (2001) Timby
Virtual Clinical Excursions (2005) Potter
Being a Nursing Assistant (9th Ed.) (2005) Wolgin
Maternal Child Nursing Care (2nd Ed.) (2002) Wong
Postcards of Nursing (2004) Zwerdling
Calling of an Angel (1988) Glum
Transcultural Nursing (2nd Ed.) (1995) Leininger
AAOHN Core Curriculum for Occupational Health Nursing (1997) Salazar
Community Health Nursing (2005) Allender
Public & Community Health Nursing Practice (2005) Porche
Care of the PT in Surgery (12th Ed.) (2006) Rothrock
Mastering Geriatric Care (1997) Springhouse
Palliative Practices (2005) Kuebler
Cardiovascular Instant Nursing Assessment (1996) Delmar
Introduction to Critical Care Nursing (3rd Ed.) (2001) Sole
Pulmonary Nursing Care (1992) Meier
Delmar's Textbook of Basic Pediatric Nursing (1997) Albany
Toward Healthy Aging (5th Ed.) (1998) Ebersole
Dolan's Critical Care Nursing (2nd Ed.) (1996) Ruppart
Maternal Infant Nursing Care (1998) Dickason
Anesthesioperative Nursing (2nd Ed.) (1996) Fairchild
Cardiovascular Nursing (1992) Dussey
Crisis Intervention & Theory & Methodology (1998) Aquilera
Codependent No More & Beyond Codependency (1992) Beattie
100 Q & A: Eating Disorders (2007) Coutin
100 Q & A: Infertility (2008) Gordon
Urinary Continence Assessment & Promotion (1996) Palmer
Nursing Management of Diabetes Mellitus (1997) Guthrie
Fluids & Electrolytes: A Practical Approach (1996) Lee
Fluids & Electrolyte Balance (3rd) (1996) Metheny
Fluids & Electrolytes (2006) Williams
Handbook of Fluid, Electrolytes and Acid Base Imbalances (2004) Kee
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Shipment Subtotal: $2,288.70
Shipping & Handling: $4.50
Sales Tax: $26.23
Shipment Total: $2,319.43

ORDER TOTAL: $2,319.43

*Your credit card will be charged when your order ships. Shipping information changes, return policies and prices are subject to change without notice. Your satisfaction is our guarantee!*

Phillips Community College of the University of Arkansas
Allied Health
Learning Resources Committee Minutes
December 10, 2008

Members present: Campbell, Naylor, McGee, Saia, McCullars, McKewen, Moss

Members absent: None

Called to order: Campbell called the meeting to order at 9:00 a.m.

<table>
<thead>
<tr>
<th>Topic</th>
<th>Discussion</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Resources</td>
<td>The faculty reviewed the entire list of nursing titles. J. Townsend was</td>
<td>A. Hudman, DAH, ordered texts selected by the faculty to replace those</td>
</tr>
<tr>
<td>Lewis Library HWH</td>
<td>asked to cull from the collection any title highlighted in pink on the</td>
<td>books identified to be removed from the Lewis Library collection. See</td>
</tr>
<tr>
<td>Campus</td>
<td>attached Lewis Library list. Based on the titles culled, approximately 100</td>
<td>attached Majors and Barnes &amp; Noble’s order forms.</td>
</tr>
<tr>
<td></td>
<td>current texts were selected by the faculty to be purchased for the Lewis</td>
<td></td>
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<tr>
<td></td>
<td>Library.</td>
<td>Meeting Adjourned at 11:30 a.m.</td>
</tr>
</tbody>
</table>

Adjourned

Submitted by: Jewel Naylor
Lewis Library Book List, Helena-West Helena

3. Delegation of Nursing Care (2005) Kelly
17. Growth & Development through the Life Span (2001) Travers
19. The ???????????????(2004) ??
22. Nurses and the Law (2001) Brent
27. Community Based Participatory Research for Health (2003) Meredith
32. Delivering Healthcare in America (2003) ?????
36. Role Transition to Patient Care Management (1995) Strader
42. Home Centered Health Care (2007) Magee
43. Culture Change in Long Term Care (2003) Weiner
46. Effective Leadership & Management in Nursing (2007) Sullivan
47. Nursing Care Management (2005) Cohen
56. Doorway Thoughts Cross Cultural Health Care for Older Adults (2004) American Geriatric Society
57. Disaster Medicine (2002) Hogan
58. Healing the Dying (2001) Olson
60. Nursing Leadership and Management Concepts and Practice (2001) Tappen
62. Burnside’s Working with Older Adults (2005) Haight
63. Linking Training to Perform (2004) Boggs
64. Medical Spanish for Health Care Professionals (2008) Scott
68. Safe Handling of Hazardous Drugs (2003) Blecker
69. Medical Errors and medical Narcissism (2005) Banje
70. The Handbook to Patient Safety Compliance (2005) Rozoovsky
71. Partnering With Patients to Reduce Medical Errors (2004) Spath
73. Medical terminology Complete (2009) Wingerd
75. The Health Care Worker ???? Professionalization (2000) Makely
Therapeutic Communications for Health Care (2008) Tamparo
Academic Nursing Practice Helping to Shape the Future (2004) Alfaro
Communication in Nursing (2004) Riley
Leadership (1990) Berhard
Best of Incredibly Easy (2006) Wilkins
The Practical, Moral and Personal Sense of Nursing (1990) Bishop
Nursing Care of the Pediatric Surgical Patient 2nd ed. (2007) Brown
Basic Steps in Planning Nursing Research (1994) Brink
Medical Surgical Nursing Vol. 1 (2004) Smeltzer
Medical Surgical Nursing Vol. 2 (2004) Smeltzer
The Practice of Nursing Research 5th (2005) Burne
From Silence to Voice (2006) Buresh
Understanding the Nursing Process (2007) Carpenito-Moyet
Workbook for Nursing Assistants (2005) Carter
Contemporary Professional Nursing (1996) Catalano
Nursing Now (2003) Catalano
Nursing Now (2003) Catalano
Chicken Soup For the Nursing Soul (2001) Canfield
Clinical Medical-Surgical Nursing (2002) George-Gay
Community Based Nursing Practice: Learning Through Student Stories (2002) Surrall
Contemporary Psychiatric Mental Health Nursing (1998) Gold
Creating Nurses Futures (1999) Sullivan
The Art of Nursing (2001) Cooper
Teaching Strategies for Nurse Educators (2003) DeYoung
Teaching Strategies for Nurse Educators (2003) DeYoung
Speaking of Nursing (2004) Diers
Disaster Nursing and Emergency Preparedness for Chemical Biological and Radiological Terrorism and Other Hazards (2003) Veenema
120. How to Survive and Maybe Even Love Nursing School (2008) Dunham
123. Distance Education in Nursing (2000) Novotny
124. Transitioning from LPN/VN to RN (2005) Duncan
125. Care of People with Diabetes (2000) Dunning
127. Evidence Based Teaching (1999) Stevens
139. Genetic Nursing Portfolios A New Model for Credentialing (2005) Monsen
142. Scope and Standards of Diabetes Nursing Practice 2nd ed. (2003) ANA
152. Internet Resources for Nurses (2000) Fitzpatrick
157. Maternal & Child Health Nursing: Care of the Childbearing & Childbearing Family
    4th ed. Johnson
158. Touched by a Nurse: Special Moments that Transform Lives (1999) Kane
164. Culture Care Diversity and Universality (2006) Farlanol
165. Management of Type 2 Diabetes in Primary Care (2003) Levene
    Biondo-Wood
168. Pediatric Nursing Care plans (2005) Luxner
174. Medical Surgical Nursing Care (2003) Swearingen
175. Medical Surgical Nursing Total Patient Care (1999) Harkness
    Phipps
177. Medical Surgical Nursing Health & Illness Perspectives (2003) Workman
    Workman
183. Nursing theorist & Their Work (2002) Toney
184. Nursing Care of Children & Adolescents with Cancer (2002) Baggott
188. Nursing Diagnosis Outcomes & Interventions (2001) Johnson
Oncology Nursing (1999) Miakowski
Developing an Outline Course (2004) Oneil
Tools for Practice (1985) Woldum
Stressed Out NCLEX RN (2007) Pierce
A Nurse Handbook of Spiritual Care (2004) O'Brien
Maternal & Child Health Nursing 4th ed. Pilliteri
Fundamentals of Nursing (2009) Potter
General Systems Theory (1978) Putt
Quality Work Environments (2005) Hall
Occupational & Environmental Health Nursing (2003) Rogers
Role Development in Professional Nursing (2005) Masters
Critical Thinking Tactics (2006) Rubenfield
100 yrs of American Nursing (1999) Lippincott
100 yrs of American Nursing (1999) Lippincott
Communication for Nurses (2004) Sheldon
The Nurse Communicates (1997) Sieh
Understanding the Work of Nurse Theorists (2004) Sitzman
Nurse Client Communication (2007) Antai
Communication in Nursing (1992) Smith
Assisting with Patient Care (2004) Lorrentino
Nursing Diagnosis Reference Manual (2001) Sparks
Psychiatric Nursing (2001) Stuart
Fundamental Nursing Skills & Concepts (2005) Sright
Fundamentals of Nursing (2005) Taylor
Information & Nursing Opportunities & Challenges (2003) Thede
Transforming Nurses Stress & Anger (2004) Thomas
Essentials of Nursing Care of Adults & Children (2005) Timby
Gerontological Nursing (2005) Ellopoulos
236. Using Monitors (1980) ??????
237. Foundations of Nursing in the Community (2006) Stanboppe
239. The Problem-Oriented System of Nursing (1982) Vaughans
259. Critical Care Nursing (1999) Bucher
265. Maternal Newborn Nursing & Womans Health Across the Lifespan (2008) Davidson
271. Med-Surg Notes (???) Hopkins
272. Critical Care Nursing (2001) Sole
275. Nursing Care of Older Adults (1999) Miller
281. Nursing Care of the Client With Ear Nose & Throat Disorders (1987) Riley
289. Welcome to the Genome (2005) DeSalle
290. The Human Genome (2005) Richards
301. Vulnerable Older Adults (2006) Burbank
309. The Medical Record as a Forensic Source (2005) Quinn
324. FDA Regulatory Affairs; A Guide for Prescription Drugs, Medical Devices, and Biologics (2004) Pisano
327. Immunohematology (1998) Quinly
332. Patient Education in Health & Illness (2005) Rankin
335. The 5 Minute Herb & Diet Supplement Consult (2003) Fugh
336. Instruction to Homeopathic Medicine in Primary Care (2001) Skinner
344. IV Infusion Therapy for Nurses 2nd ed. (2004) Josephson
348. Intro to Massage Therapy (2005) Braun
353. Toxicology Emergencies (2002) Goldfrank
358. Nurses Quick Check: Diseases (2002) Lippincott
359. Primary Care: A Collaborative Practice (1999) Bultaro
360. Suffering & Illness Insights for Caregivers (2003) Reed
372. Preparing Nurses for Disaster Management (2005) Langan
380. Palliative Care Nursing 2nd ed. (2006) Matzo
381. End of Life Care (2002) Kuebler
382. Critical Care Facts Made Incredible Quick (2005) Lippincott
384. Care of the With A Chronic Illness or Disability (2004) Neal
387. A Directory of Medical & Surgical Syndromes (1992) Gibson
391. Introduction to Human Disease; Pathology & Pathophysiology (2004) Crouly
392. Intro to Human Disease Workbook (2005) Crouly
394. Dictionary of Medical Syndromes (1990) Sergiol
400. Clinical Immunology & Serology (1996) Stevens
Health Assessment Thru the Life Span (2001) Hogstel
Laboratory & Diagnostic Test with Nursing Implications (2008) Kee
Professional guide to Assessment (2006) Lippincott
Rapid Assessment (2004) Lippincott
Cardiac Nursing 5th ed. (2005) Woods
Cardiac Catheterizations (2004) Darovic
Mastering ACLS 2nd ed. (2006) Messerli
Comprehensive Cardiac Care 7th ed. (1991) Akerly
Living With heart Failure (2003) Kinney
Coronary Heart Disease & Risk Factor Management (1999) Cowie
Respiratory Care Made Incredibly Easy (2005) Lippincott
Fluids & Electrolytes (2002) Cherneckey
Fluids & Electrolytes (2006) Lippincott
Fluids & Electrolytes Balance (2000) Metheny
Handbook of Fluids, Electrolytes and Acid Base Imbalances 2nd ed. (2004) Kee
Medication For Treatment of Diabetes (2000) Campbell
Primary of Thopedic Care 2nd ed. (2004) Crowther
100 Questions and Answers About Infertility (2008) Gordon
Orthopedic Nursing Secrets (2003) Zychowic
Promoting Stroke Recovery (1991) Bronstein
Critical Care Neurology and Neurosurgery (2004) Suerer
100 Questions and Answers About Eating Disorders (2007) Costin
Mental Health Nursing 2nd ed. (2008) Hogan
Mental Health and Mental Illness 7th Ed. Lippincott
Psychiatric Nursing Contemporary Practice (2005) Boyd
Mental Health Nursing (2009) Fontaine
Psychosocial Nursing for General Patient Care 3rd ed. (2008) Gorman
Contemporary Psychiatric Mental Health Nursing (2009) Kneisl
Psychiatric Rehabilitation (1999) Pratt
Introductory Mental Health Nursing (2005) Womble
HIV Nursing & Symptom Management (1998) Ropka
HIV & AIDS; A Foundation For Nursing & Health Care Practice (2003) Pratt
Pocket Guide To Prostate Cancer (2007) Held
Oncology Nursing in the Ambulatory Setting 2nd ed. (2005) Buchsel
Medical-Surgical Nursing: Clinical Management w/ Positive Outcomes (2009) Black
Medical Surgical Nursing 7th ed. (2007) Lewis
Moderate Sedation/Analgesia 2nd ed. (2004) Kost
Moderate Sedation/Analgesia 2nd ed. (2005) Watson
Reproductive Health (2005) Anderson
Obstetric & Pediatric Pathophysiology (2008) Madara
Assessment & Care of the Well Newborn 2nd ed. (2005) Thureen
Assessment & Care of the Well Newborn 2nd ed. (2005) Thureen
Postpartum Mood & Anxiety Disorders (2006) Beck
Dedicated to Health of All Children (2005) Baker
Developmental Care of Newborns & Infants (2004) Kenner
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<td>516.</td>
<td>100 Questions &amp; Answers About Autism</td>
<td>(2006) Quinn</td>
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<td>Gerontological Nursing &amp; Health Aging 2nd ed.</td>
<td>(2005) Ebersole</td>
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<td>526.</td>
<td>Nursing For Wellness in Older Adult</td>
<td>(2004) Miller</td>
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<td>Restorative Care Nursing for Older Adults</td>
<td>(2004) Resmick</td>
</tr>
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<td>531.</td>
<td>Counseling the Nursing Mother</td>
<td>(2005) Lauwers</td>
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Phillips Community College of the University of Arkansas
Allied Health
Learning Resources Committee Minutes
February 26, 2009

Members present: Campbell, Naylor, McGee, Saia, McCullars, McKewen, Moss

Members absent: None

Called to order: Campbell called the meeting to order at 9:00 a.m.

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<th>Topic</th>
<th>Discussion</th>
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<td>Library Resources</td>
<td>The attached list identifies texts ordered for the Lewis Library collection.</td>
<td>A. Hudman, DAH, ordered texts selected by the faculty from the AJN 2008 Books of the Year List. See attached Majors and Barnes &amp; Noble's order forms.</td>
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<td>Lewis Library HWH Campus</td>
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<td>Adjourner</td>
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<td>Meeting Adjourned at 11:30 a.m.</td>
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Submitted by:
Jewel Naylor
Place My Order

Shipping Address

Janice Smith
Patrol County Foundation
1000 Campus Drive
Molena, AR 72362

Shipping Options & Gift Preferences

Items from Barnes & Noble

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<th>DESCRIPTION</th>
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<td>1</td>
<td>None</td>
<td>Usually ships within 24 hours</td>
<td>$14.95</td>
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<tr>
<td>Wound Care Basics</td>
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<td>Toward Healthy Aging</td>
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<td>None</td>
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<td>Interventions in Management</td>
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<td>Usually ships within 24 hours</td>
<td>$25.00</td>
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<td>Safety in Numbers: Medicine and the Patient Experience</td>
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<td>None</td>
<td>Usually ships within 24 hours</td>
<td>$23.00</td>
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<td>Nurse, A World of Care Hawaii</td>
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<td>Usually ships within 2-3 days</td>
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Sub-Total: $74.70

Estimated Shipping: FREE
Estimated Tax: $2.30

Order Total: $77.00

Cart Summary

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<td>Wound Care Basics</td>
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<td>Toward Healthy Aging</td>
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<tr>
<td>Interventions in Management</td>
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<tr>
<td>Safety in Numbers: Medicine and the Patient Experience</td>
<td>1</td>
</tr>
<tr>
<td>Nurse, A World of Care Hawaii</td>
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Toward Healthy Aging: Human Needs and Nursing Responses by Patricia Sullivan and Joanne Hebert

Intervention Management by Patricia Sullivan

Safety in Numbers: Medicine and the Patient Experience by Patricia Sullivan

Nurse, A World of Care Hawaii by Patricia Sullivan

Place My Order

Customer Service: 1-800-THE-BOOK

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https://cart3.barnesandnoble.com/op2/op.asp?step=signIn&errIds=

2/26/2009
ADVANCED PRACTICE NURSING
Chosen by V. Jude Forbes, MSN, RN-BC, FNPC, family NP, Correctional Managed Care, University of Texas Medical Branch, Galveston, TX.

1. Advanced Practice Nursing: Essential Knowledge for the Profession
   Edited by Anne M. Barker. Sudbury, MA, Jones and Bartlett Publishers.

2. Oncology Nursing Secrets

3. Perianesthesia Nursing: A Critical Care Approach

COMMUNITY–PUBLIC HEALTH
Barbara Glickstein, MPH, MS, RN, independent broadcast journalist, New York, the judge for this category, selected no winners this year.

CONSUMER HEALTH
Chosen by Pamela J. Haylock, PhD, RN, cancer core consultant, Medina, TX.

1. Conquer Back and Neck Pain: Walk It Off!

   By Michael Hollander. New York City, Guilford Press.

3. What Works for Bipolar Kids: Help and Hope for Parents
   By Mani Pavuluri. New York City, Guilford Press.

CRITICAL CARE–EMERGENCY NURSING
Chosen by Polly Gerber Zimmerman, MS, MBA, RN, CEN, FAEN, assistant professor, Harry S. Truman College, Chicago.

1. AACN Advanced Critical Care Nursing

2. Critical Care Nursing in a Flash
   Ambler, PA, Lippincott Williams and Wilkins.

3. AACN–AANN Protocols for Practice: Monitoring Technologies in Critically Ill Neuroscience Patients
   Edited by Linda R. Littlejohns and Mary Kay Bader. Sudbury, MA, Jones and Bartlett Publishers.

ELECTRONIC MEDIA
Chosen by Lisa Hensen, PhD, RN, assistant professor, Oregon Health and Science University, Portland.

1. Mosby’s Nursing Video Skills: Care of Infants and Children
   St. Louis, Mosby Elsevier.


GERONTOLOGIC NURSING

Chosen by Mary H. Palmer, PhD, RN-BC, FAAN, professor, University of North Carolina at Chapel Hill.

1. Toward Healthy Aging: Human Needs and Nursing Response

2. The Caregiver: A Life with Alzheimer's
   By Aaron Alterra. Ithaca, NY, ILR Press.

3. Bathing Without a Battle: Person-Directed Care of Individuals with Dementia

HEALTH POLICY

Chosen by Joyce Pulcini, PhD, PNP-BC, FAAN, FANP, associate professor, Boston College Connell School of Nursing, Chestnut Hill, MA.

1. The Future of the Nursing Workforce in the United States: Data, Trends, and Implications
   By Peter I. Buerhaus, Douglas O. Staiger, and David I. Auerbach. Sudbury, MA, Jones and Bartlett Publishers.

2. Capturing Nursing History: A Guide to Historical Methods in Research

LEADERSHIP AND MANAGEMENT

Chosen by Jo Marion, PhD, RN, CNA, FAAN, founder and senior consultant, Marion and Associates, Oviedo, FL.

1. Safety in Numbers: Nurse-to-Patient Ratios and the Future of Health Care

2. Decision-Making in Nursing: Thoughtful Approaches for Practice
   By Sandra B. Levenson and Marie Truglio-Londrigan. Sudbury, MA, Jones and Bartlett Publishers.

3. Healing with Heart: Inspirations for Health Care Professionals
   By Martin Fieldolf and Terri Moss. Orinda, CA, Moss Communications.

4. Patient Safety and Quality: An Evidence-Based Handbook for Nurses

MATERNAL AND CHILD HEALTH

Chosen by Margaret Comerford Freda, EdD, RN, CHES, FAAN, professor of clinical obstetrics and gynecology and women's health, Albert Einstein College of Medicine, Montefiore Medical Center, Bronx, NY.

1. Maternal–Neonatal Nursing in a Flash
   Ambler, PA, Lippincott Williams and Wilkins.

2. Wong's Clinical Manual of Pediatric Nursing

3. Intrapartum Management Modules: A Perinatal Education Program
1. Evidence-Based Nursing Care Guidelines: Medical–Surgical Interventions

2. Medical–Surgical Nursing: Clinical Management for Positive Outcomes

3. Patient Safety and Quality: An Evidence-Based Handbook for Nurses

NURSING EDUCATION
Chosen by Thomasine D. Gobergki, PhD, CRNP, associate professor, University of Maryland School of Nursing, Baltimore.

1. Creative Teaching Strategies for the Nurse Educator

2. Precepting in Nursing: Developing an Effective Workforce
By Susan Ulrich and Ann Haffer. Sudbury, MA. Jones and Bartlett Publishers.

3. Human Centered Nursing: The Foundation of Quality Care

NURSING RESEARCH AND EVIDENCE-BASED PRACTICE
Chosen by Marsha E. Fonteyn, PhD, RN, OCN, nurse scientist, Dana Farber Cancer Institute, Boston.

1. Patient Safety and Quality: An Evidence-Based Handbook for Nurses

2. Being with Dying: Cultivating Compassion and Fearlessness in the Presence of Death

3. Reviewing Research Evidence for Nursing Practice: Systematic Reviews
Edited by Christine Web and Brenda Roe. Malden, MA. Blackwell Publishing.

PROFESSIONAL DEVELOPMENT
Chosen by Joyce P. Griffin-Sobel, PhD, RN, AOCN, CNE, ANEF, acting assistant dean of curriculum and technology and director of undergraduate programs, Hunter–Belleve School of Nursing, New York City.

1. Clinician’s Guide to the Soul


3. Patient Safety and Quality: An Evidence-Based Handbook for Nurses

PSYCHIATRIC–MENTAL HEALTH NURSING
Chosen by Charles Kaiman, MSN, APRN-BC, psychiatric–mental health clinical nurse specialist and NP, New Mexico Veterans Affairs Health Care System, Albuquerque.

1. Psychosocial Nursing for General Patient Care

2. Psychotherapy for the Advanced Practice Psychiatric Nurse

3. Psychiatric Mental Health Nursing: An Introduction to Theory and Practice

PUBLIC INTEREST AND CREATIVE WORKS
Chosen by Raymond J. Bingham, BSN, RN, science writer and editor, Gaithersburg, MD.

1. Safety in Numbers: Nurse-to-Patient Ratios and the Future of Health Care

To read the judges’ descriptions of all of these books, go to http://links.hww.com/A639.
This book is intended for historical and research purposes only and is not intended for use as a current health care reference.
Phillips Community College of the University of California

2009-2010 College Catalog

www.pccua.edu
ANDREW SKINNER (2004)
AGRI & INDUSTRIAL TECH INSTRUCTOR
B.S. Horticulture, University of Arkansas at Fayetteville
M.S.E., University of Arkansas at Fayetteville
Agr. Ext. Ed

PAULINE SMITH (1989)
DANCE INSTRUCTOR
Royal Academy of Ballet - London, England
Chicago National Association of Dance Masters
Southern Association of Dance Masters

TARSHA SMITH (2005)
ANATOMY/PHYSIOLOGY INSTRUCTOR
B.S., University of Central Arkansas
D.C., Life University School of Chiropractic

HEATHER SNOWDEN (2004)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., University of Arkansas Medical Sciences
M.N.Sc., University of Arkansas Medical Sciences

MICHELE STEINBECK (2004)
NURSING INSTRUCTOR
Diploma, Baptist System School of Nursing
B.S.N., University of Arkansas Medical Sciences
M.N.Sc., University of Arkansas Medical Sciences

BARBRA STEVENSON (1975)
DIRECTOR OF FINANCIAL AID
A.A., Phillips Community College
B.S.E., University of Arkansas at Fayetteville
M.Ed., University of Arkansas, Fayetteville

RAY STROOPE (1989)
MATHEMATICS INSTRUCTOR
B.S., Henderson State University
M.S.E., Delta State University

GLENDA SYKES (1990)
SSS TUTORIAL COORDINATOR
A.A.S., Phillips Community College
A.A., Phillips Community College
B.S., Thomas Edison State College
M.A.T., Harding University

E. GARY TORRELLI (2004)
MATH INSTRUCTOR
B.S., St. Thomas University
M.A., University of Florida

JERRIE TOWNSEND (1998)
LIBRARY DIRECTOR
B.S.E., Arkansas State University
M.L.I.S., University of Oklahoma
Graduate work, University of Arkansas at Little Rock

CAROLYN TURNER (1997)
VICE CHANCELLOR, DEWITT CAMPUS
B.A., Arkansas Tech
M.Ed., University of Arkansas
Graduate work, University of Arkansas

TERRY TURNER (2007)
RENEWABLE ENERGY TECHNOLOGY INSTRUCTOR
B.S., University of Arkansas

GRAPHICS INSTRUCTORS
A.A.S., Phillips Community College

DONNA USSERY (2005)
PILLLOW THOMPSON HOUSE DIRECTOR
B.S.E., Delta State University

CASSANDRA THOMAS-VINCENT (2006)
GEAR-UP INSTRUCTOR
B.A., University of Arkansas at Little Rock

MICHELLE WAITES-ANDERSON (1999)
DISTANCE LEARNING COORDINATOR
B.S., University of Arkansas at Little Rock

PEARL WALKER (2000)
ADULT EDUCATION INSTRUCTOR
A.A.S. Phillips County Community College
B.S.E. University of Arkansas at Pine Bluff
M.S.E. University of Arkansas at Little Rock
M.A., University of Alabama

GEORGE WHITE (1993)
SSS ACADEMIC COORDINATOR
B.A., Arkansas State University
M.S., Memphis State University

KIRK WHITESIDE (1988)
DIRECTOR OF PERFORMING ARTS SPEECH AND DRAMA
B.M., Oral Roberts University
M.F.A., University of Miami

DANIEL WHITTED (2005)
WELDING INSTRUCTOR
A.A.S., Phillips Community College

TRECE WILLIAMS (1997)
ADULT EDUCATION INSTRUCTOR
B.S.E., Chicago State
MA.Ed., National Lewis University
Graduate work, University of Arkansas at Little Rock

WANDRA WILLIAMS (1978)
DIRECTOR OF COMMUNITY SERVICES/
CONTINUING EDUCATION-HELENA-WEST HELENA
A.A., Phillips Community College

CAROLYN WILLINGHAM (1993)
PHYSICAL EDUCATION INSTRUCTOR
B.S., M.A., University of Alabama

ARNELL WILLIS (1984)
BUSINESS INSTRUCTOR
B.A., Philander Smith College
M.B.A., Atlanta University

JANET WILSON (2008)
CRIMINAL JUSTICE INSTRUCTOR
A.A., University of Arkansas at Monticello
B.A., University of Arkansas at Monticello

CLINTON YARBROUGH (2007)
COMPUTER ENGINEERING INSTRUCTOR
T.C., Phillips Community College
A.A.S., Phillips Community College
Phillips Community College of the University of Arkansas
Practical Nursing Program
Disability Policy of Nursing Students

See *PN Student Handbook*, pp. 30 and 31
<table>
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CP = Crestpark Nursing Home - DeWitt
DNH = DeWitt Nursing Home - DeWitt
# Helena Clinical Schedule

**Spring 2009**  
**Semester I**

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CPS = Crestpark Skilled - Helena  
CPI = Crestpark Intermediate - Helena
### PCCUA

**Practical Nurse Program**  
**Clinical Schedule**  
**Fall 2009 -- Semester II**

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- **9-29 thru 10-5**  
  - Baptist Health -- Stuttgart  
  - LD -- Labor and Delivery  
  - Nuy -- Nursery  
  - APF -- Post Partum  
  - W -- West Station

- **10-9 thru 10-15**  
  - Northwest Regional Medical Clinic -- Clarksdale  
  - Ped -- Pediatrics  
  - LD -- Labor and Delivery  
  - Nuy -- Nursery  
  - APF -- Post Partum

- **10-19 thru 11-18**  
  - St. Vincent Medical Center/ Doctors -- Little Rock  
  - OR -- Operating Room  
  - 2E -- 2 East  
  - 3E -- 3 East  
  - 5E -- 5 East  
  - 3NE -- 3 North East  
  - PACU -- Post Anesthesia Care Unit  
  - Psych -- Psychiatric Unit -- Doctors

- **Hurt Clinic -- Stuttgart**  
  - AHEC -- Clarksdale  
  - Pat -- Pattillo Center School  
  - APF -- Arkansas Pediatric Facility -- North Little Rock
# PCCUA
## Practical Nurse Program
### Clinical Schedule
#### Fall 2009 -- Semester II

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**9-29 thru 10-6**
Northwest Regional Medical Clinic -- Clarksdale
Ped -- Pediatrics
LD -- Labor and Delivery
Nvy -- Nursery
PP -- Post Partum

**10-9 thru 10-16**
Baptist Health -- Stuttgart
LD -- Labor and Delivery
Nvy -- Nursery
PP -- Post Partum
W -- West Station

**10-19 thru 11-18**
St. Vincent Medical Center / Doctors -- Little Rock
OR -- Operating Room
3E -- 3 East
3NE -- 3 North East
5E -- 5 East
5W -- 5 West
PACU -- Post Anesthesia Care Unit
Psych -- Psychiatric Unit -- Doctors

Moore Clinic -- Helena
AHEC -- Clarksdale
Pat -- Pattillo Center School
APF -- Arkansas Pediatric Facility -- North Little Rock
# PCCUA Practical Nurse Program Clinical Schedule
## Spring 2010 -- Semester III

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<td>8-10 Nsg Unit 1 AH Ch 2 &amp; Found Ch 4,5,11,13</td>
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Arkansas State Board of Nursing

REGISTERED NURSE

Expiration Date: 03/31/2010
License Number: R25159
JEANNE LYNNE MCGILLARS
15 GREEN MEADOWS DR
DE WITT, AR 72042

AUDIT NO. 270320

Executive Director
PERMANENT RECORD

Name: DEMAN, Jeanne Lynne
Sex: Female
P. O.: 600 South Tyler
DeWitt, Arkansas 72042
County: Arkansas
Birth: Date: March 8, 1960
Parent (or Guardian): Deman, E. E.
Address: Street
Graduation: Date: May 15, 1982
Degree: B. S.

Graduate Area(s) of Concentration:

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<th>SEMESTER</th>
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Total Credit Hours Earned: 120
Bachelor Degree Completed: 1981

Date: 17-4-81

Registrar:

Date: 20MAR-98-0505/11-77/Heirage 3001
Phillips Community College of the University of Arkansas
Practical Nursing Program
Current Facility Contract List

2009-2010

1. DeWitt Nursing Home – DeWitt, AR
2. Crestpark Nursing Home – DeWitt, AR
3. Crestpark - Intermediate – Helena – West Helena, AR
4. Crestpark – Skilled – Helena – West Helena, AR
5. Baptist Health Stuttgart – Stuttgart, AR
6. St. Vincent Medical Center – Little Rock, AR
7. Dr. Jason Hurt, OBGYN – Stuttgart, AR
8. South Central Center on Aging – Pine Bluff, AR
9. Aaron Henry Community Center – Clarksdale, MS
10. Delta AHEC -- Helena – West Helena, AR
11. Arkansas Pediatric Facility – North Little Rock, AR
12. Dr. Burleson Clinic – DeWitt, AR
13. Ferguson Medical Clinic – DeWitt, AR
14. Arkansas Department of Health – Arkansas County and Phillips County
15. DeWitt Hospital Home Health – DeWitt, AR
16. Northwest Mississippi Regional Medical Center – Clarksdale, MS
17. Dr. Bailey Family Practice – Helena – West Helena, AR
18. The Moore Clinic – Helena – West Helena, AR
19. Grand Prairie Charitable Christian Clinic – DeWitt, AR
20. Fresenius Medical Group – Stuttgart and Helena – West Helena, AR
21. Helena Regional Medical Center – Helena – West Helena, AR
22. Crestpark – Stuttgart, AR
23. DeWitt Hospital, DeWitt, AR
June 1, 2009

DeWitt Nursing Home
PO Box 428
DeWitt, AR 72042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and DeWitt Nursing Home ("Agency") dated June 1, 2009 ("Agreement").

Dear Mr. Caldwell:

Our current Agreement between DeWitt Nursing Home and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

DeWitt Nursing Home

Signature: 

Title: CEO

DeWitt Nursing Home

Signature: 

Title: CEO

Phillips Community College

Signature: Shift

Title: Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
June 1, 2009

Crestpark Nursing Home of DeWitt
PO Box 589
DeWitt, AR 72042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Crestpark Nursing Home of DeWitt ("Agency") dated June 1, 2009 ("Agreement").

Dear Crestpark Nursing Home of DeWitt:

Our current Agreement between Crestpark Nursing Home of DeWitt and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Title

[Signature]
Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
June 1, 2009

Crestpark - Intermediate
PO Box 310
Helena-West Helena, AR 72342

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Crestpark-Intermediate ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Belew:

Our current Agreement between Crestpark-Intermediate and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

Barbara Belew
Signature

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Crestpark - Skilled
PO Box 310
Helena-West Helena, AR 72342

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Crestpark-Skilled ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Franklin:

Our current Agreement between Crestpark-Skilled and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Title

[Signature]
Title

[Signature]
Title

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
June 1, 2009

Baptist Health Stuttgart
Formerly Stuttgart Regional Medical Center
Susan Williams
PO Box 1905
Stuttgart, AR 72160

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Baptist Health Stuttgart formerly Stuttgart Regional Medical Center ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Williams:

Our current Agreement between Baptist Health Stuttgart formerly Stuttgart Regional Medical Center and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 1, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

Director of Nursing

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
May 18, 2009

Phillips Community College of the University of Arkansas
P.O. Box 785
Helena, AR 72342
Attention: Amy Hudson, Dean of Allied Health

Re: Educational Affiliation Agreement between Phillips Community College ("School") and St. Vincent Infirmary Medical Center ("St. Vincent") dated July 1, 2005 ("Agreement")

Dear Ms. Hudson:

The above-referenced Agreement is due to expire May 31, 2009. As a continuation of the mutual cooperation between St. Vincent and the School, St. Vincent would like to renew the Agreement under the same terms and conditions currently existing in the Agreement.

By execution below of this letter agreement by an authorized representative of each party, St. Vincent and School hereby agree to renew the Agreement for a one year term ending May 31, 2010. Upon expiration of such term, the parties may mutually agree in writing to extend the term for one or more successive one year periods.

Please indicate your agreement by signing both originals of this document and returning one original to the attention of St. Vincent’s Contract Services Department at the address below. Also, please include a copy of the School’s current certificate of insurance showing current coverage as required by the Agreement.

Sincerely,

[Signature]

Peter Banko
President and
Chief Executive Officer

Accepted on behalf of the School by:

[Signature]

Name: [signature]
Title: [signature]
Date: [signature]
AFFILIATION AGREEMENT

I. PARTICIPATING AGENCIES

This agreement between Phillips Community College of the University of Arkansas (hereinafter referred to as the "Institution"), and Dr. Jason Hurt OBGYN (hereinafter referred to as the "Agency"), shall be effective from June 1, 2009 and continue until such time as either party notifies all concerned in writing at least one semester prior to the end of desired termination. The decision to terminate relationship must allow sufficient time for currently enrolled students to complete clinical rotation.

II. PURPOSE OF THE AGREEMENT

Both parties agree to enter into this Agreement (hereinafter referred to as the "Agreement") and state that the purpose of this Agreement is to provide a comprehensive learning experience for students (hereinafter referred to as "Participants") of the Institution within the agency's clinical setting.

III. GENERAL PROVISIONS OF AGREEMENT

A. In accordance with provisions of Federal and State Laws regarding discrimination, both parties agree that there will be no distinction in employment or placement unless permitted by law because of race, sex, color, creed, age, national or ethnic origin, religion, marital status, veteran's status, disability or receipt of public assistance, and the parties agree to adhere to the provisions of Federal and State Laws regarding discrimination.

B. This Agreement shall be subject to review and renewal annually by a Letter of Agreement, provided, however, that either party shall have the right to terminate this Agreement upon one semester’s written notice.

C. The schedule of the Participant’s course work experience will be determined in advance of the Participant’s experience by mutual agreement of the Institution and the Agency.

IV. SPECIFIC RESPONSIBILITIES OF THE INSTITUTION

The Institution is responsible for the following:

A. To designate a course coordinator to act as liaison with the appropriate designated Agency’s personnel.

B. To ensure that Participants have the necessary requirements and nursing course prerequisites as established by the required course work in the Institution's catalog.
C. To inform the Participants of the Agency’s rules and regulations and ensure that the Participants meet the necessary qualifications to participate under this agreement.

D. The Institution shall require all participating nursing students, faculty and other personnel of the Institution to maintain and provide proof of liability insurance in an amount satisfactory to the Institution and Agency. Such insurance shall be with an insurance company reasonably acceptable to the Agency and in accordance with the provisions and requirements of any applicable laws of the State of Arkansas. Upon request by Agency, each nursing student, faculty or other personnel of the Institution shall provide to Agency an acceptable certificate of insurance evidencing such insurance coverage, which shall include an endorsement if available from the insurance carrier which provides that such insurance shall not be modified, non-renewed or canceled except upon thirty (30) days prior written notice to Agency.

E. To abide by the Agency’s policies.

F. To evaluate the clinical experience with the Agency’s designated personnel.

G. To wear appropriate attire and adequate identification.

H. To comply with any health requirements the Agency determines as needed by the course coordinator or Participants before they interact with the Agency’s clients (e.g., TB skin test and Hepatitis B vaccinations).

I. To provide course coordinator supervision of Participants who provide client care, except in specific instances when other provisions are made with the Agency’s personnel.

J. To obtain prior written approval of the Agency before publishing any material related to the learning experience provided under the Agreement’s terms.

K. To provide proof of background check and/or affidavit.

V. SPECIFIC RESPONSIBILITIES OF THE AGENCY

A. To serve as a clinical laboratory in which Participants may be assigned for educational experience.

B. To select a coordinator from its staff to act as the liaison with the Institution’s designate in this Agreement.

C. To provide staff for the Institution’s course coordinators’ and Participants’ orientation to the Agency.
D. To provide Participants with a written copy of the policies and procedures that pertains to the Participants.

E. To provide staff time for planning with the Institution’s faculty for suitable Participant experiences.

F. To provide and maintain adequate qualified personnel in those areas where the Participants are assigned. For those agencies providing learning experiences for practical nursing students to provide physician or RN supervision at all times.

G. To provide adequate conference room space, storage space, and necessary instructional materials when appropriate.

H. To provide the required supplies such as gloves and protective clothing, which enable standard precautions to be implemented, should such action be necessary for the Participant’s protection. Also, Participant should be informed of the location of these materials and have access to these materials during the period of time in which the Participant is performing the Institution’s course at the Agency.

VI. SPECIFIC RESPONSIBILITIES OF THE PARTICIPANTS

The Participant, assigned to work with the Agency through this agreement, shall have the following responsibilities:

A. To wear appropriate attire and identification while performing client care for the Agency.

B. To comply with the Agency's policies and procedures.

C. To obtain prior written approval of both parties to this agreement before publishing any material related to the learning experience provided under the terms of this Agreement.

VII. CONFIDENTIALITY

A. The institution, its students, employees, agents and representatives agree to keep confidential from third parties all information which relates to or identifies a particular patient, including, but not limited to the name, address, medical treatment or condition, financial status, or any other personal information which is deemed to be confidential in accordance with applicable state and federal law and standards of professional ethics.

B. All patient records shall remain the property of the Agency. Retention and release shall be in accordance with applicable regulations, policies, and procedures. Access and use of patient information is restricted to only what is necessary to provide the service so noted herein.
VIII. REQUEST FOR WITHDRAWAL OF PARTICIPANT

The Agency shall reserve the right to make the Institution to withdraw any Participant from its facility whose conduct and work with the clients or personnel is not in accordance with the policies and procedures of the Agency or is detrimental to clients or others. If the Agency should request that the Institution remove a Participant from the Agency because the Participant has committed academic misconduct or is determined to be a safety hazard to himself or herself, clients or other Participants, the Agency will provide the Institution all information (except for information which violates privacy laws) used in any decision to discipline or return the Participant to the Institution.

IX. MODIFICATION OF AGREEMENT

Modification of this Agreement may be made by mutual consent of the parties, in writing, and attached to this Agreement, and shall include the date and the signature of the parties agreeing to the modification.

X. INVESTIGATION OF OCCURRENCES

Should a claim arise in which the Institution and/or one of the Institution's Participants are involved, the Institution or its duly authorized agent has the authority to participate in the investigation(s) or to obtain such information from the Agency as may be required in the defense of claims related to Participant or course coordinator actions.

XI. COPIES OF THE AGREEMENT

A copy of this signed Agreement shall be placed in the Institution's file and be available at the Agency.

INSTITUTION: Phillips Community College of the University of Arkansas

BY: [Signature]
Chancellor
6/17/09

BY: [Signature]
Dean of Allied Health
6/17/09

AGENCY: Dr. Jason Hurt OB/GYN

BY: [Signature]
6/29/09

BY: [Signature]
 Date
June 1, 2009

South Central Center for Aging
4747 Dusty Lake Drive
Suite 101
Pine Bluff, AR 71603

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and South Central Center for Aging ("Agency") dated June 1, 2009 ("Agreement").

Dear South Central Center for Aging:

Our current Agreement between South Central Center for Aging and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

Signer, SCAA

Title

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
June 1, 2009

Aaron Henry Community Center
Aurelia Taylor
PO Box 1216
Clarksdale, MS 38614

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Aaron Henry Community Center ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Taylor:

Our current Agreement between Aaron Henry Community Center and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Title

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Delta AHEC
PO Box 729
Helena-West Helena, AR 72342

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Delta AHEC ("Agency") dated June 1, 2009 ("Agreement").

Dear Dr. Hall:

Our current Agreement between Delta AHEC and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Director Delta AHEC

[Signature]
Dr. Steven Murray
Chancellor

[Signature]
Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Arkansas Pediatric Facility
Laura Sink
PO Box 6388
North Little Rock, 72124

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Arkansas Pediatric Facility ("Agency") dated June 1, 2009 ("Agreement").

______________________________

Dear Mrs. Sink:

Our current Agreement between Arkansas Pediatric Facility and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 1, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Laura Sink
Administrator

[Signature]
Dr. Steven Murray
Chancellor

[Signature]
Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Burleson Medical Clinic
Dr. Stan Burleson
PO Box 352
DeWitt, AR 7272042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Burleson Medical Clinic ("Agency") dated June 1, 2009 ("Agreement").

Dear Dr. Burleson:

Our current Agreement between Burleson Medical Clinic and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

M.D.

Title

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Ferguson Medical Clinic
Dr. Richard Wilson
PO Drawer 512
DeWitt, AR 72042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Ferguson Medical Clinic ("Agency") dated June 1, 2009 ("Agreement").

Dear Dr. Wilson:

Our current Agreement between Ferguson Medical Clinic and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

Dr. Steven Murray
Chancellor

[Signature]

Amy Hudson, RN, MSN
Dean of Allied Health
Please complete and forward the original(s) to Arkansas Dept of Health, Center for Local Public Health slot 21, 4815 West Markham, Little Rock, AR 72205 for signatures.

**GENERAL INFORMATION**

Philips Community College of the University of Arkansas

Educational Institution Making Request

PO Box 785

Hector, AR 72342

Contact Person

Amy Hudson

870-336-6474 x1371

**FISCAL ACADEMIC YEAR OF THIS AGREEMENT:** From 7-1-09 To 6-30-10

**SETTING(S) DESIRED:**

- Observation Only
- Community Health Nursing: Home  Clinic  Community
- [] Clinical Nursing Procedures
- [ ] Nursing Manager ship
- [ ] No Preference

**TYPE OF CLIENTS DESIRED:**

- Infants & Children
- Women's Health
- Home
- Adult
- [ ] Other (Specify)
- [ ] No Preference

ADN Level III, FCG 50  ADN Level IV, FCG 50  PN Level 30

Approximate number and level of students

Monday - Friday 8:00 AM - 2:00 PM

Memorial Hospital

Approximate clinical time to be in Agency (number of hours per day and days per week)

Length of student experience: From 8/1/2009 to 5/31/2010

Please call the Regional Patient Care Manager or LHU Clinic Coordinator if clinical services are desired to discuss clinical site availability and details for agreement. If home visits are desired, contact the In-Home Services Nursing Coordinator or In-Home Services Administrator. (See attachment 1)

Department of Health local health units covered by this contract will be restricted to those locations where agreements with the Regional Patient Care Manager/In-Home Services Nursing Coordinator or the LHU Clinic Coordinator/In-Home Services Administrator have been reached to assure that space and personnel will be available to provide proper educational experience for students. Consideration must be given to:

1) current contracts in place from Schools of Nursing for practicum experience in the health units,
2) the availability of experienced Public Health Nurses and In-Home Services nurses and/or student preceptors for appropriate supervision of patient care,
3) learning objectives of students
The educational institution shown and the Department of Health, mutually agree to cooperate for the purpose of offering candidates for the following Degree/Certification:

[ ] BSN [ ] MSN [ ] ADN [ ] Diploma RN [ ] RN in Degree/Certification Completion Program
[ ] LPN [ ] Allied Health (health programs other than nursing)
[ ] Other (specify)

The educational institution shown and the Department of Health, mutually agree to cooperate for the purpose of offering the opportunity to develop knowledge of community health through a clinical experience in nursing services and allied health programs through selected programs offered in the health units listed on Attachment 1.

It is understood that the basic premise of this association is mutual interest in quality health care (education, services, and research) based on mutual goodwill and an agreement to share what each has to offer while pursuing individual philosophies, objectives and uniqueness. It is understood that the educational institution and the Arkansas Department of Health, Center for Local Public Health, have agreed to follow the basic criteria necessary for an effective teaching-learning experience.

It is further agreed that if and when either of the parties desire to withdraw, such notice shall be given in writing at least three months in advance of the desired date of termination, to become effective when students shall have completed the full program covered by this agreement. Decisions regarding the use of individual health units are negotiable at any time. A total withdrawal from this agreement desired by either party should be sent by certified U.S. mail, return receipt requested. This condition may be waived if there is mutual consent to terminate the agreement. This agreement shall be reaffirmed in writing annually.

RESPONSIBILITIES: EDUCATIONAL INSTITUTION & CENTER FOR LOCAL PUBLIC HEALTH

1. It is understood, by the educational institution and the Department of Health, that all initial correspondence shall be through the Department of Health, Center for Local Public Health Patient Care Director and shared with appropriate personnel. It will be the Department of Health Regional Patient Care Manager/In-Home Services Nursing Coordinator and local unit Nursing Coordinator’s/In-Home Services Administrator’s responsibility to share the planned objectives with the health unit nursing staff.

2. The Department of Health and the educational institution shall collaborate in determining the health unit for selected experiences in nursing/allied health education and research activities as prescribed by the college curriculum.

3. The educational institutions shall be responsible for:
   a) The direct control of the educational program by providing competent faculty, and
   b) Ensuring that faculty and students are familiar with the necessary policies of the Department of Health and agree to abide by these policies and procedures. The Department of Health, local health unit, shall assist the faculty in planning orientation to give them an adequate understanding of the practice field they are using for their students. The local health unit and educational institution faculty will determine a mutually acceptable date for orientation prior to student’s arrival at the health unit.

4. If requested, the educational institution agrees to submit to the Regional Patient Care Manager/In-Home Services Nursing Coordinator:
   a) a list of the names of the students;
   b) necessary health records,
   c) names of faculty directing the learning experience, and
   d) evidence of an unencumbered Arkansas nursing/allied health license for the faculty.
5. The responsible health unit nurse, shall have the overall responsibility for the selection of the clients with whom the students will provide services and shall be in accord with students’ need in achieving the curriculum objectives and planned with the educational institution’s calendar.

6. Students shall be under the guidance and supervision of the health unit preceptor if no faculty member is on-site. Students will have in place an appropriate preceptor contract or other similar agreement (See Attachment 2). Students will be responsible to the health unit preceptor for the quality and quantity of care provided the assigned clients including continuity of care through conferences with the preceptor/public health nurse who manages that client’s care. Faculty will be administratively responsible to the Department of Health through appropriate channels for the care students provide. “Direct guidance and supervision” of students is not to be interpreted to require constant “on-site” supervision.

7. The supervising preceptor shall monitor all notes written in the medical record by the student. All interventions by a student (including counseling, teaching, and assessment, as well as direct care procedures) must be documented in the client’s record by the student. The supervising preceptor will document in the client’s record all patient care conferences and home visits made with the student.

8. Upon termination of the student’s experience, documentation must be in the client’s record reflecting periodic conferences between the student, the health unit nurse case manager, and/or faculty member.

9. The educational institution agrees to;
   a) require professional liability (malpractice) insurance coverage for its students and faculty assigned to the Department of Health sites, and
   b) provide results of a current (performed within the past 12 months) drug test and background check, if available, for students assigned to a Department of Health site.
   c) provide certificates of insurance or a letter stating effective coverage and limits of liability to the Department of Health, if so requested.

10. The Department of Health agrees to:
    a) provide only emergency care as needed to the students and faculty on site,
    b) notify the educational institution’s student health services of such emergencies in the absence of faculty,
    c) keep the faculty updated regarding changes in policy and procedures which relate to the areas used by students, and
    d) make available to faculty and students –
        ♦ office space as available,
        ♦ library facilities, and
        ♦ supplies and equipment for client’s care.

11. The health unit agrees to be responsible for the continuity of care of clients assigned to students.

12. It is mutually agreed by the Department of Health and the educational institution that;
    a) there will be no exchange of money for student services given or for the availability of the clinical facilities;
    b) the students assigned to the health unit are not employees of the Arkansas Department of Health and are not entitled to any benefits of employees, such as those covered by Workers Compensation Act, and;
    c) the expectation of services given by students will be limited to what students need to achieve their educational goals as outlined in the curriculum;
Medical/Nursing procedures may be performed by the student only with PHN supervision and when required by the student's learning objectives.

e) learning experiences, including research, will be planned by the student and appropriate Department of Health Nursing Personnel;

f) the health unit will be provided with written objectives for each student's learning experience and the educational institution faculty will, in collaboration with the health unit staff and student, decide length of time necessary to accomplish the objectives;

g) research proposals that involve Arkansas Department of Health clients and/or client records shall be conducted in accordance with all applicable laws and rules dealing with confidentiality and must be approved by the Arkansas Department of Health Research Review Committee;

h) faculty of the educational institution assumes the full administrative responsibility for and directly controls the educational program; and

i) students will dress in accordance with Arkansas Department of Health dress code and will behave professionally at all times.

13. Representatives of the educational institution and the Department of Health, Center for Local Public Health, Regional Patient Care Manager/In-Home Services Nursing Coordinator and local Nursing Coordinator/In-Home Services Administrator should correspond as necessary for purposes of reviewing curriculum, evaluating student experience and planning further clinical experience.

14. The educational institution agrees to maintain and disclose any Protected Health Information (PHI), as defined in the federal regulations, in accordance with the Health Insurance Portability and Accountability Act (HIPAA) Privacy Standards (U.S.C. 1320d et seq.) and its implementing regulations including but not limited to 45 Codes of Federal Regulations (CFR) parts 142, 160, 162, and 164 and hereinafter referred to as the Privacy Rule. The educational institution/student must further comply with any other applicable federal law and regulation. The student must agree to maintain the confidentiality of PHI and not exceed the limitations applicable under the HIPAA regulations. Students may be asked to complete the Department of Health on-line HIPAA training module prior to their first day of clinical activity in the local health unit.

15. The Department of Health agrees to provide the educational institution, if requested;

a) a copy of appropriate manuals

b) appropriate reports as needed to keep faculty and students abreast of agency activities.

______________________________
S. Murray
Official/Educational Institutional

______________________________
Chancellor
Title
Date 6-9-09

______________________________
Amy Hudson
Official/Educational Institutional

______________________________
Dean of Allied Health
Title
Date 6-9-09

______________________________
S. Moseley
Arkansas Department of Health
Title
Date 6-18-09

______________________________
Arkansas Department of Health
Title
Date

AGREEMENT FOR UTILIZATION OF FACILITIES (2/09)
<table>
<thead>
<tr>
<th>Education Unit</th>
<th>Date</th>
</tr>
</thead>
</table>

Please indicate below locations applicable to this contract by placing a check mark to left of the desired location.

**Northwest Public Health Region**
Reg Patient Care Manager:  
Stacy Thompson 870-483-5762

In-Home Services Coordinator:  
Helen Brown 870-251-2848

- Regional Office/Fayetteville
- Regional Office/Russellville
- Baxter Co./Mt. Home
- Benton Co./Bentonville
- Boone Co./Harrison
- Carroll Co./Bryant
- Crawford Co./Van Buren
- Conway Co./Morrilton
- Franklin Co./Ozark
- Johnson Co./Clarksville
- Logan Co./Paris
- Logan Co./Booneville
- Madison Co./Huntsville
- Marion Co./Yellville
- Newton Co./Jasper
- Pope Co./Russellville
- Scott Co./Waldron
- Searcy Co./Marshall
- Sebastian Co./J. Smith
- Van Buren Co./Canton
- Washington Co./Fayetteville
- Yell Co./Danville
- Yell Co./Dardanelle

**Southeast Public Health Region**
Reg Patient Care Manager:  
Jan Turner 501-661-2757

In-Home Services Coordinator:  
Patti Walton - 870-673-6601

- Regional Office/Forrest City
- Regional Office/Monticello
- Arkansas Co./Dewitt
- Arkansas Co./Stuttgart
- Ashley Co./Crosss
- Ashley Co./Hamburg
- Bradley Co./Warren
- Chicot Co./Dermott
- Chicot Co./Eudora
- Chicot Co./Lake Village
- Cleveland Co./Rison
- Drew Co./Monticello
- Desha Co./Dumas
- Desha Co./McGehee
- Jefferson Co./Pine Bluff
- Lee Co./Marianna
- Lincoln Co./Star City
- Monroe Co./Bryant
- Phillips Co./West Helena
- Prairie Co./Des Arc
- St. Francis Co./Forrest City
- St. Francis Co./Hughes

**Central Public Health Region**
Reg Patient Care Manager:  
Zenobia Harris 501-280-4907

In-Home Services Coordinator:  
Karen Reed 501-280-3376

- Faulkner Co./Conway
- Garland Co./Hot Springs
- Grant Co./Sheridan
- Lonoke Co./Cabot
- Lonoke Co./Lonoke
- Perry Co./Perryville
- Pulaski Co./Little Rock
- Pulaski Co./N. Little Rock
- Pulaski Co./J. Little Rock
- Pulaski Co./J. Monroe
- Saline Co./Benton

**Arkansas Department of Health**
Central Office  
4815 W. Markham  
LR, AR 72205

Patient Care Director:  
Auria Zoldessy 501-661-2796  
Center for Local Public Health  
4815 W. Markham, Slot 21  
Little Rock, AR 72205

**Southwest Public Health Region**
Reg Patient Care Manager:  
Mary Cannell 479-394-2707

In-Home Services Coordinator:  
Julie Butler 870-777-9424

- Calhoun Co./Hampton
- Clark Co./Arkadelphia
- Columbia Co./Magnolia
- Dallas Co./Forty
- Hempstead Co./Hope
- Hot Spring Co./Malvern
- Howard Co./Nashville
- Lafayette Co./Lewisville
- Little River Co./Ashdown
- Montgomery Co./Mt. Ida
- Miller Co./Texarkana
- Nevada Co./Prescott
- Ouachita Co./Camden
- Pike Co./Murfreesboro
- Polk Co./Paris
- Sevier Co./DeQueen
- Union Co./El Dorado

**Reba Guynes 501-661-2643**
Freeway Medical Building  
5800 W. 10th St, Slot 49  
Little Rock, AR 72205

Revised 5/08
June 1, 2009

DeWitt Hospital Home Health
Janice Vaughan
PO Box 32
DeWitt, AR 72042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and DeWitt Hospital Home Health ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Vaughan:

Our current Agreement between DeWitt Hospital Home Health and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Janice Vaughan, RN
Director

[Signature]
Dr. Steven Murray
Chancellor

[Signature]
Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Northwest Mississippi Regional Medical Center
Formerly Northwest Regional Medical Center
Jack Hill
PO Box 1218
Clarksdale, MS 38614

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Northwest Mississippi Regional Medical Center formerly Northwest Regional Medical Center ("Agency") dated June 1, 2009 ("Agreement").

Dear Mr. Hill:

Our current Agreement between Northwest Mississippi Regional Medical Center formerly Northwest Regional Medical Center and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

Title

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

Bailey Family Practice
PO Box 2660
West Helena, AR 72390

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Bailey Family Practice ("Agency") dated June 1, 2009 ("Agreement").

Dear Dr. Bailey:

Our current Agreement between Bailey Family Practice and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

Dr. Steven Murray
Chancellor

[Signature]

Amy Hudson, RN, MSN
Dean of Allied Health
AFFILIATION AGREEMENT

I. PARTICIPATING AGENCIES

This agreement between Phillips Community College of the University of Arkansas (hereinafter referred to as the “Institution”), and The Moore Clinic (hereinafter referred to as the “Agency”), shall be effective from June 1, 2009 and continue until such time as either party notifies all concerned in writing at least one semester prior to the end of desired termination. The decision to terminate relationship must allow sufficient time for currently enrolled students to complete clinical rotation.

II. PURPOSE OF THE AGREEMENT

Both parties agree to enter into this Agreement (hereinafter referred to as the “Agreement”) and state that the purpose of this Agreement is to provide a comprehensive learning experience for students (hereinafter referred to as “Participants”) of the Institution within the agency’s clinical setting.

III. GENERAL PROVISIONS OF AGREEMENT

A. In accordance with provisions of Federal and State Laws regarding discrimination, both parties agree that there will be no distinction in employment or placement unless permitted by law because of race, sex, color, creed, age, national or ethnic origin, religion, marital status, veteran’s status, disability or receipt of public assistance, and the parties agree to adhere to the provisions of Federal and State Laws regarding discrimination.

B. This Agreement shall be subject to review and renewal annually by a Letter of Agreement, provided, however, that either party shall have the right to terminate this Agreement upon one semester’s written notice.

C. The schedule of the Participant’s course work experience will be determined in advance of the Participant’s experience by mutual agreement of the Institution and the Agency.

IV. SPECIFIC RESPONSIBILITIES OF THE INSTITUTION

The Institution is responsible for the following:

A. To designate a course coordinator to act as liaison with the appropriate designated Agency’s personnel.

B. To ensure that Participants have the necessary requirements and nursing course prerequisites as established by the required course work in the Institution’s catalog.
C. To inform the Participants of the Agency’s rules and regulations and ensure that the Participants meet the necessary qualifications to participate under this agreement.

D. The Institution shall require all participating nursing students, faculty and other personnel of the Institution to maintain and provide proof of liability insurance in an amount satisfactory to the Institution and Agency. Such insurance shall be with an insurance company reasonably acceptable to the Agency and in accordance with the provisions and requirements of any applicable laws of the State of Arkansas. Upon request by Agency, each nursing student, faculty or other personnel of the Institution shall provide to Agency an acceptable certificate of insurance evidencing such insurance coverage, which shall include an endorsement if available from the insurance carrier which provides that such insurance shall not be modified, non-renewed or canceled except upon thirty (30) days prior written notice to Agency.

E. To abide by the Agency’s policies.

F. To evaluate the clinical experience with the Agency’s designated personnel.

G. To wear appropriate attire and adequate identification.

H. To comply with any health requirements the Agency determines as needed by the course coordinator or Participants before they interact with the Agency’s clients (e.g., TB skin test and Hepatitis B vaccinations).

I. To provide course coordinator supervision of Participants who provide client care, except in specific instances when other provisions are made with the Agency’s personnel.

J. To obtain prior written approval of the Agency before publishing any material related to the learning experience provided under the Agreement’s terms.

K. To provide proof of background check and/or affidavit.

V. SPECIFIC RESPONSIBILITIES OF THE AGENCY

A. To serve as a clinical laboratory in which Participants may be assigned for educational experience.

B. To select a coordinator from its staff to act as the liaison with the Institution’s designee in this Agreement.

C. To provide staff for the Institution’s course coordinators’ and Participants’ orientation to the Agency.
D. To provide Participants with a written copy of the policies and procedures that pertains to the Participants.

E. To provide staff time for planning with the Institution's faculty for suitable Participant experiences.

F. To provide and maintain adequate qualified personnel in those areas where the Participants are assigned. For those agencies providing learning experiences for practical nursing students to provide physician or RN supervision at all times.

G. To provide adequate conference room space, storage space, and necessary instructional materials when appropriate.

H. To provide the required supplies such as gloves and protective clothing, which enable standard precautions to be implemented, should such action be necessary for the Participant's protection. Also, Participant should be informed of the location of these materials and have access to these materials during the period of time in which the Participant is performing the Institution's course at the Agency.

VI. SPECIFIC RESPONSIBILITIES OF THE PARTICIPANTS

The Participant, assigned to work with the Agency through this agreement, shall have the following responsibilities:

A. To wear appropriate attire and identification while performing client care for the Agency.

B. To comply with the Agency's policies and procedures.

C. To obtain prior written approval of both parties to this agreement before publishing any material related to the learning experience provided under the terms of this Agreement.

VII. CONFIDENTIALITY

A. The institution, its students, employees, agents and representatives agree to keep confidential from third parties all information which relates to or identifies a particular patient, including, but not limited to the name, address, medical treatment or condition, financial status, or any other personal information which is deemed to be confidential in accordance with applicable state and federal law and standards of professional ethics.

B. All patient records shall remain the property of the Agency. Retention and release shall be in accordance with applicable regulations, policies, and procedures. Access and use of patient information is restricted to only what is necessary to provide the service so noted herein.
VIII. REQUEST FOR WITHDRAWAL OF PARTICIPANT

The Agency shall reserve the right to make the Institution to withdraw any Participant from its facility whose conduct and work with the clients or personnel is not in accordance with the policies and procedures of the Agency or is detrimental to clients or others. If the Agency should request that the Institution remove a Participant from the Agency because the Participant has committed academic misconduct or is determined to be a safety hazard to himself or herself, clients or other Participants, the Agency will provide the Institution all information (except for information which violates privacy laws) used in any decision to discipline or return the Participant to the Institution.

IX. MODIFICATION OF AGREEMENT

Modification of this Agreement may be made by mutual consent of the parties, in writing, and attached to this Agreement, and shall include the date and the signature of the parties agreeing to the modification.

X. INVESTIGATION OF OCCURRENCES

Should a claim arise in which the Institution and/or one of the Institution's Participants are involved, the Institution or its duly authorized agent has the authority to participate in the investigation(s) or to obtain such information from the Agency as may be required in the defense of claims related to Participant or course coordinator actions.

XI. COPIES OF THE AGREEMENT

A copy of this signed Agreement shall be placed in the Institution's file and be available at the Agency.

INSTITUTION: Phillips Community College of the University of Arkansas

BY: [Signature] Murray
    Chancellor

BY: [Signature] Hudson
    Dean of Allied Health

AGENCY: The Moore Clinic

BY: [Signature] [Signature]
    Date

BY: [Signature]
    Date
AFFILIATION AGREEMENT

I. PARTICIPATING AGENCIES

This agreement between Phillips Community College of the University of Arkansas (hereinafter referred to as the “Institution”), and Grand Prairie Charitable Christian Clinic (hereinafter referred to as the “Agency”), shall be effective from August 26, 2009 and continue until such time as either party notifies all concerned in writing at least one semester prior to the end of desired termination. The decision to terminate relationship must allow sufficient time for currently enrolled students to complete clinical rotation.

II. PURPOSE OF THE AGREEMENT

Both parties agree to enter into this Agreement (hereinafter referred to as the “Agreement”) and state that the purpose of this Agreement is to provide a comprehensive learning experience for students (hereinafter referred to as “Participants”) of the Institution within the agency’s clinical setting.

III. GENERAL PROVISIONS OF AGREEMENT

A. In accordance with provisions of Federal and State Laws regarding discrimination, both parties agree that there will be no distinction in employment or placement unless permitted by law because of race, sex, color, creed, age, national or ethnic origin, religion, marital status, veteran’s status, disability or receipt of public assistance, and the parties agree to adhere to the provisions of Federal and State Laws regarding discrimination.

B. This Agreement shall be subject to review and renewal annually by a Letter of Agreement, provided, however, that either party shall have the right to terminate this Agreement upon one semester’s written notice.

C. The schedule of the Participant’s course work experience will be determined in advance of the Participant’s experience by mutual agreement of the Institution and the Agency.

IV. SPECIFIC RESPONSIBILITIES OF THE INSTITUTION

The Institution is responsible for the following:

A. To designate a course coordinator to act as liaison with the appropriate designated Agency’s personnel.

B. To ensure that Participants have the necessary requirements and nursing course prerequisites as established by the required course work in the Institution’s catalog.
C. To inform the Participants of the Agency’s rules and regulations and ensure that the Participants meet the necessary qualifications to participate under this agreement.

D. The Institution shall require all participating nursing students, faculty and other personnel of the Institution to maintain and provide proof of liability insurance in an amount satisfactory to the Institution and Agency. Such insurance shall be with an insurance company reasonably acceptable to the Agency and in accordance with the provisions and requirements of any applicable laws of the State of Arkansas. Upon request by Agency, each nursing student, faculty or other personnel of the Institution shall provide to Agency an acceptable certificate of insurance evidencing such insurance coverage, which shall include an endorsement if available from the insurance carrier which provides that such insurance shall not be modified, non-renewed or canceled except upon thirty (30) days prior written notice to Agency.

E. To abide by the Agency’s policies.

F. To evaluate the clinical experience with the Agency’s designated personnel.

G. To wear appropriate attire and adequate identification.

H. To comply with any health requirements the Agency determines as needed by the course coordinator or Participants before they interact with the Agency’s clients (e.g., TB skin test and Hepatitis B vaccinations).

I. To provide course coordinator supervision of Participants who provide client care, except in specific instances when other provisions are made with the Agency’s personnel.

J. To obtain prior written approval of the Agency before publishing any material related to the learning experience provided under the Agreement’s terms.

V. SPECIFIC RESPONSIBILITIES OF THE AGENCY

A. To serve as a clinical laboratory in which Participants may be assigned for educational experience.

B. To select a coordinator from its staff to act as the liaison with the Institution’s designate in this Agreement.

C. To provide staff for the Institution’s course coordinators’ and Participants’ orientation to the Agency.

D. To provide Participants with a written copy of the policies and procedures that pertains to the Participants.
E. To provide staff time for planning with the Institution's faculty for suitable Participant experiences.

F. To provide and maintain adequate qualified personnel in those areas where the Participants are assigned. For those agencies providing learning experiences for practical nursing students to provide physician or RN supervision at all times.

G. To provide adequate conference room space, storage space, and necessary instructional materials when appropriate.

H. To provide the required supplies such as gloves and protective clothing, which enable standard precautions to be implemented, should such action be necessary for the Participant's protection. Also, Participant should be informed of the location of these materials and have access to these materials during the period of time in which the Participant is performing the Institution's course at the Agency.

VI. SPECIFIC RESPONSIBILITIES OF THE PARTICIPANTS

The Participant, assigned to work with the Agency through this agreement, shall have the following responsibilities:

A. To wear appropriate attire and identification while performing client care for the Agency.

B. To comply with the Agency's policies and procedures.

C. To obtain prior written approval of both parties to this agreement before publishing any material related to the learning experience provided under the terms of this Agreement.

VII. CONFIDENTIALITY

A. The institution, its students, employees, agents and representatives agree to keep confidential from third parties all information which relates to or identifies a particular patient, including, but not limited to the name, address, medical treatment or condition, financial status, or any other personal information which is deemed to be confidential in accordance with applicable state and federal law and standards of professional ethics.

B. All patient records shall remain the property of the Agency. Retention and release shall be in accordance with applicable regulations, policies, and procedures. Access and use of patient information is restricted to only what is necessary to provide the service so noted herein.
VIII. REQUEST FOR WITHDRAWAL OF PARTICIPANT

The Agency shall reserve the right to make the Institution to withdraw any Participant from its facility whose conduct and work with the clients or personnel is not in accordance with the policies and procedures of the Agency or is detrimental to clients or others. If the Agency should request that the Institution remove a Participant from the Agency because the Participant has committed academic misconduct or is determined to be a safety hazard to himself or herself, clients or other Participants, the Agency will provide the Institution all information (except for information which violates privacy laws) used in any decision to discipline or return the Participant to the Institution.

IX. MODIFICATION OF AGREEMENT

Modification of this Agreement may be made by mutual consent of the parties, in writing, and attached to this Agreement, and shall include the date and the signature of the parties agreeing to the modification.

X. INVESTIGATION OF OCCURRENCES

Should a claim arise in which the Institution and/or one of the Institution’s Participants are involved, the Institution or its duly authorized agent has the authority to participate in the investigation(s) or to obtain such information from the Agency as may be required in the defense of claims related to Participant or course coordinator actions.

XI. COPIES OF THE AGREEMENT

A copy of this signed Agreement shall be placed in the Institution’s file and be available at the Agency.

INSTITUTION: Phillips Community College of the University of Arkansas

BY: [Signature]
    Chancellor

8-31-09

BY: [Signature]
    Dean of Allied Health

8.31.09

AGENCY: Grand Prairie Charitable Christian Clinic

BY: [Signature]
    Garland Long

8-26-2009

BY: ________________________________

Date
June 1, 2009

Fresenius Medical Group
Mia Haney
10310 W Markam
Suite 200
Little Rock, AR 72205

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Fresenius Medical Group ("Agency") dated June 1, 2009 ("Agreement").

Dear Mrs. Haney:

Our current Agreement between Fresenius Medical Group and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Mark Haney, RN, CAO
Title: Area Manager

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

P.O. Box 785 • Helena, AR 72342-0785 • (870) 338-6474 • Fax: (870) 338-7542
AGREEMENT BY AND BETWEEN
HELENA REGIONAL MEDICAL CENTER AND PHILLIPS COMMUNITY COLLEGE OF THE
UNIVERSITY OF ARKANSAS

WITNESSETH

This MEMORANDUM OF AGREEMENT is entered into by and between Helena Regional Medical Center, Helena-West Helena, AR (hereinafter referred to as "Hospital") and Phillips Community College of the University of Arkansas, Helena-West Helena, AR (hereinafter referred to as "SCHOOL").

WHEREAS, Phillips Community College of the University of Arkansas desires to provide its allied health students (hereinafter referred to as "STUDENTS") with clinical training available at Hospital; and

WHEREAS, HOSPITAL is an acute care hospital duly licensed in the state of Arkansas;

NOW, THEREFORE, in consideration of the promises herein contained and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

I. RESPONSIBILITIES OF THE PARTIES

A. PARTIES JOINTLY AGREE:

The term of the training will be Monday through June 1, 2008 through June 30, 2010; however, extensions to the training period can be approved by the Chancellor at the SCHOOL and the Chief Executive Officer at HOSPITAL.

The clinical rotations shall be provided at the HOSPITAL'S facilities located at 1801 Martin Luther King Drive, Helena-West Helena, AR 72342.

Consideration for this agreement shall consist of the mutual promises contained herein, the parties agreeing that monetary compensation shall neither be expected nor received by either party.

B. SCHOOL'S RESPONSIBILITIES:

1. Be responsible, in coordination with HOSPITAL, for the assignment of STUDENTS and the planning of the program. Students assigned shall only be those who meet the criteria for eligibility as established by the SCHOOL and approved by HOSPITAL, and no student shall be assigned to HOSPITAL without prior consent of SCHOOL.

2. To inform STUDENTS that they will be expected to comply with the rules and regulations of HOSPITAL, including, but not limited
to the use of personal protective equipment, the rules of patient confidentiality, and the procedures relating to medical record documentation. Education and training relating to these specific policies and procedures shall be provided to STUDENTS prior to their clinical rotation at HOSPITAL, as well as any other HOSPITAL specific policies and procedures deemed appropriate and necessary by SCHOOL and/or HOSPITAL.

3. To require a dress code of STUDENTS which meets the standards of the dress code of HOSPITAL and which clearly identifies the STUDENTS as students (not licensed personnel) and as students of SCHOOL (not as agents or affiliates of HOSPITAL).

4. Requires of STUDENTS prior to coming to HOSPITAL, to:
   a. Provide written evidence of either a negative TB skin test within the past one-year, or a chest x-ray within three years, in the event of a positive TB skin test.
   b. Provide written documentation of completed series of Hepatitis B vaccine or provide documentation of having begun the series, or documentation of informed refusal of the vaccine.
   c. In the event of STUDENT rotation through the maternal and child care departments/services, provide evidence of any other appropriate immunizations or immunities requested by HOSPITAL.

5. To require staff from SCHOOL who practices at HOSPITAL that they must also meet the requirements for STUDENTS outlined in section I.B. 4 above.

6. To educate and train STUDENTS in OSHA blood borne pathogens standards and tuberculosis prior to their clinical rotation at HOSPITAL.

7. To schedule STUDENTS and appropriate SCHOOL staff for training a HOSPITAL on HOSPITAL’S fire and emergency response plans.

8. To require STUDENTS and SCHOOL staff not to submit for publication any material relating to the clinical education experience at HOSPITAL without prior written approval of HOSPITAL.

9. To provide contact person and liaison between HOSPITAL and SCHOOL, who shall be responsible for the oversight of the STUDENTS' clinical experiences.
10. To, upon request by the HOSPITAL, remove immediately from the premises any STUDENT who in the opinion of HOSPITAL poses a threat or danger to the health and well-being of any person, or who violates HOSPITAL rules, regulations, policy or procedure.

11. To have in place a mechanism to notify the HOSPITAL if a STUDENT (or faculty, if applicable) is unable for any reason to report for training.

12. As a condition of referring any STUDENT of SCHOOL to HOSPITAL to provide services to HOSPITAL, SCHOOL agrees to not refer any STUDENT to HOSPITAL to provide services to HOSPITAL until it requires STUDENT to undergo a substance abuse test to test STUDENT for the presence of alcohol, drugs, or controlled substances, except to the extent prohibited by law. If such test (including any re-tests) reveals that STUDENT is currently engaging in the illegal use of drugs, is otherwise impaired and unable to perform one or more essential functions of his or her job (as jointly defined by SCHOOL and HOSPITAL) with or without any reasonable accommodation as may be required by law, or poses a direct threat to the health or safety of STUDENT or others, SCHOOL agrees not to refer such STUDENT to HOSPITAL to provide services to HOSPITAL. SCHOOL further agrees not to refer HOSPITAL any student who SCHOOL knows or has reason to know has within the past twenty-four months illegally used, manufactured, distributed, dispensed, possessed, purchased, or been under the influence of drugs (excluding STUDENT who is participating in or has successfully completed a supervised drug rehabilitation program or has otherwise been successfully rehabilitated and no longer engaging in such use); or poses a direct threat to the health or safety of STUDENT or others. SCHOOL agrees to use the services of a licensed health care professional and laboratory in conducting the substance abuse test and to obtain the consent and waiver of liability of STUDENT to any such testing. The SCHOOL agrees and represents that such tests will be conducted in accordance with the Americans with Disabilities Act, to the extent required, and other applicable laws.

C. RESPONSIBILITIES OF HOSPITAL:

1. To accept and provide clinical experiences to STUDENTS from SCHOOL. However, HOSPITAL shall be under no obligation to accept any student or students unless mutually agreed upon by SCHOOL and HOSPITAL.
2. To maintain a sufficient number of staff support to carry out normal service functions, so STUDENTS will not be performing in lieu of staff.

3. To provide orientation to STUDENTS assigned to HOSPITAL to include, but not limited to, personal protective equipment availability and use, and the fire and emergency response plans.

4. To provide first aid for work-related accidents and illnesses, such as blood and body fluid exposures, to STUDENTS. The changes for such medical services shall be billed to the STUDENT or his/her insurance carrier. HOSPITAL assumes no responsibility, financial or otherwise, beyond the initial first aid provided immediately after the injury, and any services or other liability shall not be borne by HOSPITAL, but shall be the responsibility of the individual STUDENT regardless of whether these services are covered by the STUDENT’S insurance.

5. To designate a staff member to serve as contact person for the SCHOOL staff assigned to oversee and supervise the STUDENTS. The HOSPITAL’S Chief Nursing Officer shall be the liaison between HOSPITAL and SCHOOL.

6. To provide a reasonable amount of storage space for apparel and personal effects of participating students, and reasonable classroom or conference room space at HOSPITAL for use in the program.

7. HOSPITAL shall have the right to discuss any incident, occurrence, or investigation with STUDENTS from SCHOOL that may arise out of or as a result of the training of said students at HOSPITAL, and the students will cooperate with HOSPITAL and SCHOOL in said investigation.

II. TERM AND TERMINATION

A. This Agreement shall be effective upon execution by HOSPITAL AND SCHOOL and may be renewed on an annual basis upon mutual agreement of the parties.

B. Notwithstanding any other terms and conditions hereunder, this Agreement may be terminated without cause by either party by written notification to the other party at least thirty (30) days prior to the desired effective date of termination. In this case, the terms of the Agreement shall continue to be in full force and effect until STUDENTS enrolled in current program complete said program.
C. In the event that either party shall become insolvent, make a general assignment for the benefit of creditors, suffer or permit the appointment of a receiver for its business or its assets or shall avail itself of, or become subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or the protection of rights of collectors, then, at the option of either party, this Agreement may be terminated immediately by either party and be of no further force and effect..

III. INSURANCE

A. SCHOOL shall provide evidence that health insurance is in effect for STUDENTS during the term of their clinical rotation at HOSPITAL.

B. The SCHOOL is self-insured for Worker’s Compensation purposes. Worker’s compensation claims are handled by the Public Employees Claims System.

C. The SCHOOL shall require all participating STUDENTS, clinical instructors, faculty and other personnel of SCHOOL to maintain and provide proof of professional liability insurance in the amounts of $1 million per occurrence/$3 million aggregate of the occurrence type of coverage.

D. HOSPITAL shall be notified in writing within 15 days of any material alteration, cancellation, or nonrenewal of coverage. Inadequate insurance or proof of insurance shall be grounds for immediate termination of this Agreement. Insurance shall be provided by a carrier who is acceptable to HOSPITAL, which acceptance shall not be unreasonably withheld.

IV. NOTIFICATION OF CLAIMS

A. It is hereby stipulated and agreed between HOSPITAL and SCHOOL that with respect to any claim or action arising out of any activities performed under or pursuant to this Agreement, each entity shall be liable for payment of that portion of any and all claims, liability, costs, expenses, demands, settlements, or judgments resulting from the negligence, actions or omissions of itself or its own directors, representatives, and employees.

B. “Under Arkansas law, the SCHOOL may not enter into a covenant or agreement to hold a party from prospective damages. However, with respect to liability, loss, damage, claims, causes of action, demands or expenses, either at law or in equity, for actual or alleged injuries to persons or property arising out of any negligent act or omission by an agent, representative, student or employee of SCHOOL, SCHOOL agrees with the HOSPITAL that: (a) it will cooperate with the HOSPITAL in the defense of any action or claim brought against the HOSPITAL seeking the
foregoing damages or relief; (b) it will in good faith cooperate with the HOSPITAL should the HOSPITAL present any claims of the foregoing nature against the SCHOOL before the Arkansas State Claims Commission; (c) it will not take any action to frustrate or delay the prompt hearing of claims of the foregoing nature by the Arkansas State Claims Commission and will make reasonable efforts to expedite said hearing; provided, however, the SCHOOL reserves its right to assert in good faith all claims and defenses available to it in any proceedings before the Arkansas State Claims Commission or other appropriate forum. The obligations of this paragraph shall survive the expiration or termination of this Agreement.”

C. HOSPITAL agrees to indemnify, hold harmless, and defend the SCHOOL from and against any and all claims, demands, actions, settlements, costs, damages, or judgments, including reasonable attorney’s fees and litigation expenses, based upon or arising out of the activities described in this Agreement, where such claims, demands, actions, settlements, costs, damages, or judgments relate to the negligence, actions, omissions of HOSPITAL or its representatives, or employees. HOSPITAL also agrees that the provisions of this section shall survive the termination of this Agreement.

D. The parties agree to notify each other as soon as possible in writing of any incident, occurrence, or claim arising out of or in connection with this Agreement, which could result in a liability or claim of liability to the other party. Either party shall have the right to investigate any incident or occurrence and that the parties shall cooperate fully in any such investigation.

V. CONFIDENTIALITY

A. The SCHOOL, its students, employees, agents and representatives agree to keep confidential from third parties all information which relates to or identifies a particular patient, including, but not limited to name, address, medical treatment or condition, financial status, or any other personal information which is deemed to be confidential in accordance with applicable state and federal law and standards of professional ethics.

B. All patient records shall remain the property of the HOSPITAL. Retention and release shall be in accordance with applicable regulations, policies and procedures. Access and use of patient information is restricted to only what is necessary to provide the services so noted herein.

C. School will ensure that its students, employees, agents and representatives will comply with the regulations promulgated under the Health Insurance Portability and Accountability Act of 1996. Students, employees, agents, and representatives shall keep Protected Health
VI. NOTICES

All parties or other communications provided for in this Agreement shall be given to the parties addressed as follows:

SCHOOL: Dr. Steven Murray
Chancellor
Phillips Community College of the University of Arkansas
PO Box 785
Helena-West Helena, AR 72342

HOSPITAL: Tom Fewell
Chief Executive Officer
Helena Regional Medical Center
PO Box 788
Helena-West Helena, AR 72342

VII. ASSIGNMENT OF CONTRACT AND BINDING EFFECT

Neither party shall assign, subcontract, or transfer any of its rights or obligations under this Agreement to a third party without prior written consent of the other party. If there is a valid assignment, subcontract or transfer, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

VIII. DISCRIMINATION

In compliance with federal law, including the provisions of Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967 and the Americans with Disabilities Act of 1990, each party hereto will not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its administration of its policies, including admissions policies, employment, programs or activities.

IX. INDEPENDENT CONTRACTOR STATUS

Each party shall be considered to be an independent party and shall not be construed to be an agent or representative of the other party, and therefore, has no liability for the acts or omissions of the other party. In addition, neither party, nor any of its employees, agents, or subcontractors, shall be deemed to be employees or agents of the other party. Therefore, neither party nor any of its employees, agents or subcontractors, shall be entitled to compensation, worker’s compensation, or employee benefits of the other party by virtue of this Agreement.
X. **COUNTERPART SIGNATURE**

This Agreement may be executed in one or more counterparts (facsimile transmission or otherwise), each counterpart shall be deemed an original and all of which shall constitute but one Agreement.

XI. **WRITTEN AMENDMENTS**

This Agreement cannot be amended, modified, supplemented or rescinded except in writing signed by the parties hereto. No waiver of any provision of this Agreement shall be valid unless such waiver is in writing signed by both parties.

XII. **GOVERNING LAW AND JURISDICTION**

This Agreement shall be governed in all respects by, and be construed in accordance with, the laws of the state of Arkansas, and the County of Phillips.

XIII. **HEADINGS NOT BINDING**

The headings used in this Agreement have been prepared for the convenience of reference only and shall not control, affect the meaning of, or be taken as an interpretation of any provisions of this Agreement.

XIV. **NON-EXCLUSIVITY**

Each party shall have the right to enter into similar agreements with other parties.

XV. **SEVERABILITY**

If any part of this Agreement should be held to be void or unenforceable, such part shall be treated as severable, leaving valid the remainder of this Agreement notwithstanding the part of parts found void or unenforceable.

XVI. **ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter herein and supersedes any other agreements, restrictions, representations, or warranties, if any, between the parties hereto with regard to the subject matter herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives on the last signature date below.
FOR PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health

FOR HELENA REGIONAL MEDICAL CENTER

Tom Fewell
Chief Executive Officer
June 1, 2009

Crestpark Nursing Home of Stuttgart
PO Box 790
Stuttgart, AR 72160

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and Crestpark Nursing Home of Stuttgart ("Agency") dated June 1, 2009 ("Agreement").

Dear Crestpark Nursing Home of Stuttgart:

Our current Agreement between Crestpark Nursing Home of Stuttgart and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]
Title

Dr. Steven Murray
Chancellor

Amy Hudson, RN, MSN
Dean of Allied Health
June 1, 2009

DeWitt Hospital  
PO Box 428  
DeWitt, AR 72042

Re: Educational Affiliation Agreement between Phillips Community College of the University of Arkansas ("Institution") and DeWitt Hospital ("Agency") dated June 1, 2009 ("Agreement").

Dear Mr. Caldwell:

Our current Agreement between DeWitt Hospital and Phillips Community College of the University of Arkansas expires June 1, 2009. As a continuation of our mutual cooperation, we would like to renew this Agreement, under the same terms and conditions currently existing in the Agreement.

This letter therefore serves as written agreement between the parties to renew the Agreement for a one (1) year term, beginning June 2, 2009 and ending June 30, 2010.

If this renewal to the Agreement is acceptable to you, please sign and return an original of this document.

Accepted by:

[Signature]

[Title]

Dr. Steven Murray  
Chancellor

Amy Hudson, RN, MSN  
Dean of Allied Health
Phillips Community College of the University of Arkansas
Systematic Plan for Evaluation

STANDARD I: Mission and Administrative Capacity

Pie Chart 1.6.1

Time Allocation for PN Program Coordinator

September 2009
SYLVIA RAYFIELD

FACULTY DEVELOPMENT- "WHAT'S UP WITH NCLEX"

SEPTEMBER 10, 2009

Certificate of Completion
Is hereby granted to:

JEANNE McCULLERS
License # R25158

To certify that they have completed to satisfaction 6 CEP's
(CEP’S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
SYLVIA RAYFIELD

FACULTY DEVELOPMENT- “TEACHING PHARMACOLOGY EASILY”

SEPTEMBER 11, 2009

Certificate of Completion
Is hereby granted to:

JEANNE McCULLERS
License # R25158

To certify that they have completed to satisfaction 6 CEP’s
(CEP’S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
The National League for Nursing has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, McLean, VA 22102. Specific provider numbers are assigned by the following states: Alabama (ABNP03K2), California (CEP 13722), Delaware (DE 129), District of Columbia (CEBroker 50-2869), Florida (FBN3341), Kentucky (1-0013), Louisiana (LSBN 37), West Virginia (WV2000-0336RN). Kentucky Board of Nursing approval of an individual nursing continuing education provider does not constitute endorsement of program content. This activity meets Type II criteria for mandatory continuing education requirements toward relicensure as established by the Board of Nurse Examiners for the state of Texas.

DISCLAIMER: Although the National League for Nursing (NLN) has reviewed and approved this course for CEUs, we cannot guarantee or take responsibility for the accuracy or quality of the material presented, nor do we necessarily endorse, support, or recommend any products mentioned, opinions expressed, or actions/decisions suggested. Completion of this program does not authorize persons to practice outside the scope of practice defined by their State Board(s) of Nursing.

This certificate must be retained by the licensee for a period of 7 years. Do not send it to a State Board of Nursing unless requested to do so.
Arkansas State Board of Nursing

REGISTERED NURSE

Expiration Date: 07/31/2010
License Number: R63724
RENEE A MOSS
5 AIRPORT RD.
DE WITT, AR 72042

AUDIT NO.
282413

Signature

Executive Director
Arkansas State Board of Nursing

REGISTERED NURSE

Expiration Date: 11/30/2011
License Number: R67069
PAMELA LOUISE JOHNSTON
3262 HWY. 49
LEXA, AR 72355

AUDIT NO. 228263

Executive Director
Arkansas State Board of Nursing

REGISTERED NURSE

Expiration Date: 04/30/2011
License Number: R65245

SHANNON SMITH DAVIS
4129 HWY 242 W.
LEXA, AR 72355

Executive Director
HARRY CZAPLINSKI (1999)
MATH INSTRUCTOR
B.A., University of Wisconsin-Stevens Point
M.S., University of Wisconsin-Milwaukee

DIANA GRAVES (1998)
DIRECTOR OF HIGH SCHOOL RELATIONS-DEWITT
& PCC FOUNDATION-DEWITT CAMPUS DEVELOPMENT
OFFICER
B.A., University of Arkansas at Monticello

SHANNON DAVIS (2007)
PRACTICAL NURSING INSTRUCTOR
A.A.S., Phillips Community College

SHAWNDUS GREGORY (2007)
OUTREACH COORDINATOR-CAREER PATHWAYS
B.S., University of Mississippi

PAT DELK (1991)
ACCOUNTS PAYABLE SUPERVISOR

CINDY GROVE (1999)
NETWORK TECHNOLOGY INSTRUCTOR
A.A.S, Phillips Community College
B.S., University of Arkansas at Monticello

BRIAN DUDAK (2008)
ENGLISH INSTRUCTOR
B.A., Harding University
M.S.E., Harding University
Ed.D., University of Memphis

DEBBIE HARDY (1991)
DIRECTOR OF ASSESSMENT & INSTITUTIONAL
EFFECTIVENESS
A.A.S., Phillips Community College
B.S.E., University of Arkansas at Fayetteville
M.Ed., University of Arkansas at Fayetteville

JOHN DULANEY (2008)
COMPUTER TECHNOLOGY
A.A.S., Phillips Community College
A.A.S., Oklahoma State University
Bachelor of Technology, Oklahoma State University

JOYCE HARGROVE (2007)
EARLY CHILDHOOD INSTRUCTOR
B.A., University of Arkansas at Monticello
M.Ed., University of Arkansas at Monticello

THERESA DUPUY (2000)
STUDENT SUCCESS COORDINATOR
A.A.S, Phillips Community College
A.A.S, Phillips Community College
B.S. in Ed., University of Arkansas at Fayetteville

CAROLYN HARPER (1987)
OFFICE TECHNOLOGY INSTRUCTOR
B.S.E., Arkansas State University
M.S.E., Arkansas State University
S.C.C.T., Arkansas State University

EMILY ENGLAND (2008)
ENGLISH INSTRUCTOR
B.A., Missouri State University
M.A., Missouri State University

DAVID HARTSELL (1992)
BIOLOGY INSTRUCTOR
B.S., Louisiana Tech University
M.S., Louisiana Tech University
Graduate work, Winthrop University, South Carolina at
Sumter, Francis Marion University

ROSARY FAZENDE-JONES (2003)
ENGLISH INSTRUCTOR
B.S., University of New Orleans
B.A., University of New Orleans
M.A., University of New Orleans
Graduate work, University of Tulsa

STANLEY HERRINGTON (2006)
INDUSTRIAL TECHNOLOGY INSTRUCTOR
A.A.S., Phillips Community College

MARY NINA FISCHER (1998)
FACILITIES MANAGER-STUTTGART
B.S., John Brown University

JESSICA HINDSLEY (2008)
MED PRO ED INSTRUCTOR
A.A., Phillips Community College
B.A., University of Arkansas Little Rock

MICHAEL FISHER (2006)
A.A., Kellogg’s Community College
B.A., Michigan State University
M.A., Western Michigan University
Ph.D., The University of Michigan

TAMI HORNBECK (2004)
PUBLIC INFORMATION OFFICER-ARKANSAS COUNTY
B.S., Marketing, University of Arkansas at Monticello

PHYLLIS FULLERTON (2002)
PROFESSIONAL ADVISOR-DEWITT
B.S.E., Arkansas State University

VIVIAN HOSKINS (1999)
CLINICAL LAB INSTRUCTOR FOR ENGLISH
B.A., University of Arkansas at Little Rock

DEBORAH GENTRY (2008)
CAREER PATHWAYS EMPLOYABILITY COORDINATOR
A.A.S., Phillips Community College

AMY HUDSON (1979)
DEAN OF ALLIED HEALTH
B.S.N., University of Southern Mississippi
M.S.N., University of Southern Mississippi
Graduate work, Delta State University

SHELBY GENTRY (1991)
NURSING INSTRUCTOR
A.A.S., Phillips Community College
B.S.N., Arkansas State University
M.S.N., Delta State University

ELLA JAMES (1994)
DIRECTOR OF PERSONNEL
A.A.S., Phillips Community College
B.S.E., University of Arkansas at Fayetteville
M.Ed., University of Arkansas at Fayetteville

JULIE GOINGS (1999)
DIRECTOR OF HIGH SCHOOL RELATIONS-HELENA-
WEST HELENA
B.S., Mississippi State University
M.S.E., Arkansas State University

CONNIE JOHNSTON (2000)
COSMETOLOGY INSTRUCTOR
A.A.S., Phillips Community College
PAMELA JOHNSTON (2007)  
PRACTICAL NURSING INSTRUCTOR  
A.A.S., Phillips Community College  

"NDRA D. KEOUGH (1983)  
HISTORY & SOCIAL SCIENCE INSTRUCTOR  
B.S.E., State College of Arkansas  
M.S.S., University of Mississippi  
Ph.D., University of Mississippi  

TRACIE KARKUR (2003)  
BUSINESS & INFORMATION SYSTEMS INSTRUCTOR  
B.B.A., University of Central Arkansas  
M.Ed., University of Arkansas at Fayetteville  

LINDA KILLION (1984)  
DEAN OF BUSINESS & INFORMATION SYSTEMS AND DEAN OF APPLIED TECHNOLOGY  
A.A., Paducah Community College  
B.S., Murray State University  
M.S.E., Arkansas State University  
Graduate work, University of Central Arkansas and Arkansas State University  

DEBORAH KING (1984)  
VICE CHANCELLOR FOR INSTRUCTION  
B.A., University of California at Santa Barbara  
M.Ed., Boston State College  
Ed.D., University of Arkansas at Little Rock  

KIMBERLY KIRBY (1999)  
CARL PERKINS GRANT COORDINATOR  
ACADEMIC SKILLS, PSYCHOLOGY & PHYSICAL EDUCATION-STUTTGART  
B.A., University of North Carolina  
M.A., University of Memphis  

ALLEN LAYNE (2004)  
HISTORY AND SOCIAL SCIENCES INSTRUCTOR  
A.A., Phillips Community College  
B.A., Harding University  
M.A., Ohio State University  
Ph.D., Miami University of Ohio  

SUSAN LUEBKE (2003)  
VICE CHANCELLOR-STUTTGART CAMPUS/DIRECTOR PCC CAREER & TECHNICAL CENTER  
B.S.E., Henderson State University  
M.S.E., Arkansas State University  
Ed.D., University of Arkansas at Little Rock  

GEORGIA LYNN (1990)  
INFORMATION SYSTEMS INSTRUCTOR  
A.A.S., Phillips Community College  
B.S.E., Arkansas State University  
M.S.E., Arkansas State University  
Graduate work, University of Central Oklahoma  

CHRIS MALONEY (2000)  
PHYSICS INSTRUCTOR  
B.A., Texas A&M University  
M.S., University of Memphis  

LEANNE MARLEY (2004)  
NURSING INSTRUCTOR  
A.A.S., Phillips Community College  
B.S.N., University of Arkansas Medical Sciences  
MNSc, University of Arkansas for Medical Sciences  

QUIDA MCAFEE (2004)  
DIRECTOR OF TRAINING FOR BUSINESS & INDUSTRY  
B.S., Arkansas State University  
M.S., LeMoyne-Owen College  

JEANNE MCCULLARS (2000)  
PRACTICAL NURSING PROGRAM COORDINATOR AND INSTRUCTOR  
B.S., University of Central Arkansas  

BRANDY McGEE (2006)  
NURSING INSTRUCTOR  
A.A.S., Phillips Community College  
B.S.N., Delta State University  
Graduate work, University of Arkansas for Medical Sciences  

GWENDOLYN McGEHEE (1981)  
DEAN OF ADULT & DEVELOPMENTAL EDUCATION  
ACADEMIC SKILLS  
B.S.E., Henderson State University  
M.S.E., Arkansas State University  
Graduate work, University of Arkansas at Fayetteville  

TRACY MCGRAW (1998)  
DIRECTOR; CENTER OF EXCELLENCE IN RENEWABLE ENERGY TECHNOLOGY EDUCATION (CERETE)  
B.S., Arkansas State University  
M.S., University of Arkansas at Fayetteville  
M.S., University of Arkansas for Medical Sciences  

SHANNON MCKEWEN (2005)  
PRACTICAL NURSING INSTRUCTOR  
A.A.S., Phillips Community College  

CATHY MCKINNEY (2004)  
BEHAVIORAL HEALTH & PSYCHOLOGY INSTRUCTOR  
B.S.W., Delta State University  
M.S.S.W., University of Tennessee  

DALLIS MILLER (1983)  
SENIOR COMPUTER SUPPORT SPECIALIST  

KYLE MILLER (2005)  
GEAR-UP DIRECTOR  
B.A., University of Central Arkansas  
M.A., Fuller Theological Seminary  
M.S., Arkansas State University  
Graduate Work, Alabama A&M  

KARRI MITCHELL (2007)  
NURSING INSTRUCTOR  
B.S.N., University of Central Arkansas  
Graduate work, University of Arkansas for Medical Sciences  

GRACIE MORGAN (2006)  
COUNSELOR -- CAREER PATHWAYS  
B.S., University of Arkansas at Pine Bluff  

RENEE MOSS (2003)  
PRACTICAL NURSING INSTRUCTOR  
B.S.N., University of Arkansas at Pine Bluff  
Graduate work, Arkansas State University  

THOMAS MOSS (1998)  
PHYSICAL SCIENCE  
B.S.Ch.E., University of Arkansas at Fayetteville  
M.S.Ch.E., University of Arkansas at Fayetteville  

STEVEN MURRAY (1980)  
CHANCELLOR  
B.A., University of Tennessee at Martin  
M.A.C.T., University of Tennessee at Knoxville  
Ed.D., Nova Southeastern University  

JEWELL NAYLOR (1978)  
NURSING INSTRUCTOR  
Diploma, Methodist Hospital School of Nursing  
B.S.N., Memphis State University  
M.S., University of Southern Mississippi
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<th>Rank</th>
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<th>Area of Clinical Experience</th>
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<td>Nursing Management</td>
<td>Classroom Clinical Committee Officer</td>
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<td>Home Health</td>
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</tbody>
</table>
Curriculum Vita

PERSONAL INFORMATION:
Jeanne Lynne McCullars
15 Green Meadow Drive
DeWitt, AR 72042
Office: 870-946-3506, extension 1612
Home: 870-946-1160
Office e-mail: jmccullars@pccua.edu

EDUCATION:
University Of Central Arkansas; Conway, AR
Bachelor of Science; May 1982

LICENSURE:
Arkansas State Board of Nursing, RN License

WORK EXPERIENCE:
August 2007-Present  Phillips Community College of the University of Arkansas
DeWitt, Arkansas
Practical Nursing Program Coordinator
Duties and Responsibilities
- Coordinate and submit all course documents
- Coordinate and schedule Blackboard CE testing
- Maintain student grades
- Maintain academic student records
- Submit final grades
- Submit textbook requests
- Submit supply and equipment requests
- Schedule and coordinate clinical experiences
- Communicate objectives for student performance to clinical facility
- Distribution of clinical rotation schedules
- Schedule student and faculty clinical orientation
- Discuss and develop educational plan of study with applicants
- Collaborate with the Dean of Allied Health in admission of students to the PN Program
- Submit required college and accrediting agency program reports
- Function as a academic advisor for students
- Serve on selected college committees
- Instruction, analysis, and evaluation of PN 101, PN 102, PN 112, PN 201, PN 203, PN 211, PN 223, PN 224, PN 215, PN 231
- Test construction and analysis for all courses taught
- Evaluation of student’s abilities to perform critical skills
• Clinical supervision of students
• Actively recruited and addressed area individuals in area high schools and health care agencies

August 2000-August 2007

Phillips Community College of the University of Arkansas
DeWitt, AR
Nursing Instructor, Practical Nursing Program
Duties and Responsibilities
• Instruction, analysis, and evaluation of PN 101, PN 102, PN 112, PN 201, PN 203, PN 211, PN 223, PN 224, PN 215, PN 231
• Test construction and analysis for all courses taught
• Evaluation of student’s abilities to perform critical skills
• Selection of appropriate clinical facilities in collaboration with colleagues
• Planning and evaluation of clinical experience
• Clinical supervision of students
• Active member of college committees
• Actively recruited and addressed area individuals in area high schools and health care agencies

1999-August 2000

DeWitt City Hospital, DeWitt, AR
Director of Nursing
Duties and Responsibilities
• Maintained state and facility guidelines
• Reported to CEO
• Collaborated with physicians
• Staff scheduling
• Payroll
• Development of policies and procedures
• Organ and Tissue Donation Program
• Quality Assurance
• Infection Control
• Discharge Planning
• Directed and promoted safe and effective client care and client/family education
• Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and emergency medical technicians
• Active member of hospital committees

1999

DeWitt City Hospital, DeWitt, AR
Director of Quality Assurance and Infection Control and Discharge Planner
Duties and Responsibilities
- Developed, implemented, and evaluated infection control policies and procedures
- Facilitated quality control measures
- Provided leadership in the areas of infection control, quality assurance, discharge planning, and staff education
- Directed and promoted safe and effective client care and client/family education
- Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and emergency medical technicians
- Developed and implemented discharge planning for all clients
- Active member of hospital committees

1996-1999

Crestpark Retirement Inn, DeWitt, AR
Director of Nursing

Duties and Responsibilities
- Established and implemented budget for nursing service
- Formulated departmental policies
- Coordinated nursing service activities
- Planned and implemented orientation programs and continuing education
- Developed and implemented resident care policies
- Developed and maintained nursing service objectives
- Maintained all records and reports required
- Determined staffing needs
- Planned and directed compilations of procedure manuals
- Directed and promoted safe and effective client care and client/family education
- Supervised 25-30 personnel which included registered and licensed practical nurses and nursing assistants
- Provided leadership in the areas of infection control, quality assurance, discharge planning and staff education

1987-1999

DeWitt City Hospital, DeWitt, AR
Home Health Original Coordinator
Director of Home Health

Duties and Responsibilities
- Developed all policies and procedures for agency
- Acquired State accreditation
- Reported to CEO
- Maintained state, Medicare, and Medicaid guidelines
• Collaborated with physicians
• Staff scheduling
• Payroll
• Quality Assurance
• Infection Control
• Discharge Planning
• Directed and promoted safe and effective client care
  and client/family education
• Supervised 10-15 personnel which included registered
  and licensed practical nurses, and nursing assistants
• Active member of Home Health committees

1982-1996

Doctor’s Hospital, Little Rock, AR
Charge Nurse Labor and Delivery
Staff Development Educator/Orientation of all Nurses
Discharge Follow-Up Educator
Prenatal Course Instructor

Duties and Responsibilities
• Directed and promoted safe and effective client care
  and client/family education
• Supervised 8-10 personnel which included registered
  and licensed practical nurses, and surgical scrub
  technicians
• Implemented Staff Development for continuing
  education
• Implemented Orientation of all new nurses to facility
• Implemented follow-up education of all clients
  discharged from OB units
• Implemented prenatal education to community

HONORS:

PCCUA Outstanding Faculty, 2006-2007

CONTINUING EDUCATION:

2010
• Teaching With Scenarios, SimMan Training, Laerdal

2009
• National League for Nursing, NLN Education Summit
  2009
• Faculty Development Workshop, Teaching
  Pharmacology Easily
• Faculty Development Workshop, What’s Up With NCLEX
• Higher Education Taskforce, Remediation, Retention,
  and Graduation
• Arkansas Board of Nursing Webinar Criminal
  Background Checks
- PCCUA Workshop, Datatel Student Referral Instructors
- PCCUA Workshop, Datatel Student Referral Advisors
- PCCUA Workshop, Blackboard CE Training
- PCCUA Workshop, Smartboard
- PCCUA Workshop, Clickers in the Classroom

2008
- PCCUA Workshop, Datatel Degree Audit Training
- PCCUA Workshop Blackboard CE Training
- PCCUA Workshop, Dr. King

2007
- ALPNA, The Trip: Where it Start, Where Does it End
- Alzheimer's Arkansas Programs and Services
- Bladder Management after Spinal Cord Injury
- Female Urinary Incontinence
- Nursing Program Director Orientation
- PESI, When something Goes Terribly Wrong: Avoiding the Latest Issues in OB Care

2006
- Boot Camp For New Nurse Educators
- ALPNA, Mock Disciplinary Hearing
- ALPNA, Grief Defined
- ALPNA, Leadership
- ALPNA, Laugh for the Health of It

2005
- Assessment and Documentation
- Basic Wound Assessment
- Arkansas Children's Hospital, Emergency Care of Burns

2004
- Nursing Practice 2004: Know Your Nurse Practice Act
- Arkansas Children's Hospital, Emergency Care of Burns

2003
- Assessment Strategies for Nursing Educators: Test Development and Item Writing
- Nursing Practice 2003: Know Your Nurse Practice Act

2002
- ALPNA, Good Grief
- A Study of Asthma
- Continuing Education Requirements – It's The Law

2001
- ALPNA, The Nursing Shortage
- ALPNA, Wound Healing Update, Part I
ALPNA, Wound Healing Update, Part II
Critical Thinking in the Classroom

PROFESSIONAL AND SCHOLARLY ACTIVITIES:

- National League for Nursing member, 2001 – present
- Arkansas Licensed Practical Nurses Association, 2001 – present
- South Central Center on Aging Education Advisory Board, 2004 – present
- Council of Nurse Administrators of Nursing Education Programs, 2007 – present
- National Association Directors of Nursing Administration Long Term Care, 1996 – 1999
- Arkansas Organization of Nurse Executives, 1999 – 2000

COLLEGE SERVICE:

- Faculty Senate, 2007 - present
- Instruction and Curriculum Committee, 2005 – present
- Arkansas County Allied Health Advisory Committee, 1999 – present
- Practical Nursing Program Curriculum Committee, Secretary,
- Practical Nursing Program Curriculum Committee, 2000 - present
- Practical Nursing Program Faculty Committee, 2000 – present
- Faculty Senate Association, 2003 – 2004
- Faculty Association, 2000 – present
- North Central Accreditation Self Study Criterion #3 Committee, 2003
- Student Services Committee, 2004 – 2005
- Allied Health Learning Resources Committee, 2005 – present
- Allied Health Recruitment Committee, 2000 – present
- Allied Health Infection Control Committee, 2007 – present
- Career Fair Committee, DeWitt Campus, 2001 – present
- Career Fair Presenter, DeWitt Campus, 2001 – presenter
- Dumas Career Fair, 2009
- DeWitt 8th grade Career Fair presenter, 2009
- MASH Program presenter, 2009
- Fall Activity Committee, DeWitt Campus, 2000 – present
- Birthday Hostess, DeWitt Campus, 2000 – present
- PCCUA Foundation (DeWitt) Mardi Gras Fundraiser Committee, 2008, 2009
- PCCUA Foundation (DeWitt) Mardi Gras Fundraiser Volunteer, 2008, 2009
- PCCUA Private Fund Raising Committee, 2007
- Spring Activity Committee, DeWitt Campus, 2007
Curriculum Vita

PERSONAL INFORMATION:

Shannon Burrell McKewen
P. O. Box 101
1167 Hwy. 17
Ethel, AR 72048
Office: 870-946-3506, extension 1638
Home: 870-282-3405
Office e-mail: smckewen@pccua.edu

EDUCATION:

Phillips Community College of the University of Arkansas, Helena, AR
Associates of Applied Science; May 1997

LICENSE:

Arkansas State Board of Nursing, Registered Nurse

WORK EXPERIENCE:

January 2005 – Present

Nursing Instructor – Phillips Community College of the University of Arkansas
Duties and Responsibilities
- Instruction, analysis, and evaluation of PN 102, PN 104, PN 112, PN 203,
  PN 214, PN 223, PN 224, PN 215, PN 231, NA 103, NA 107
- Test construction and analysis for all courses taught
- Evaluation of student's abilities to perform critical skills
- Selection of appropriate clinical facilities in collaboration with colleagues
- Planning and evaluation of clinical experience
- Clinical supervision of students
- Active member of college committees
- Actively recruited and addressed area individuals in area high schools and
  health care agencies
- December 2009 – Delta Memorial Hospital – Part Time Staff Nurse, ER
  and Medical – Surgical Units
  - Direct and promote safe and effective client care and client/family
    education
May 2003 – January 2005

Medical-Surgical and Emergency Room Charge Nurse - DeWitt City Hospital, DeWitt, AR

Duties and Responsibilities:
- Direct and promote safe and effective client care and client/family education
- Supervised 8-10 personnel which included registered and licensed practical nurses, nursing assistants, and EMT’s.

December 2002 – May 2003

Assistant Director of Nursing - DeWitt City Hospital, DeWitt, AR

Duties and Responsibilities:
- Staff scheduling
- Payroll
- Development of policies and procedures
- Organ and Tissue Donation Program
- Quality Assurance
- Infection Control
- Discharge Planning
- Direct and promote safe and effective client care and client/family education
- Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and EMT’s.

April 2002 – December 2002

Director of Nursing - DeWitt City Hospital, DeWitt, AR

Duties and Responsibilities:
- Reported to CEO
- Maintaining state and facility guidelines
- Collaborating with physicians
- Staff scheduling
- Payroll
- Development of policies and procedures
- Organ and Tissue Donation Program
- Quality Assurance
- Infection Control
- Discharge Planning
- Direct and promote safe and effective client care and client/family education
- Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and EMT’s.

November 1999 – April 2002

**Assistant Director of Nursing - DeWitt City Hospital, DeWitt, AR**

**Duties and Responsibilities:**
- Staff scheduling
- Payroll
- Development of policies and procedures
- Organ and Tissue Donation Program
- Quality Assurance
- Infection Control
- Discharge Planning
- Direct and promote safe and effective client care and client/family education
- Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and EMT’s.

December 1990 – November 1999

**Home Health Director - DeWitt City Hospital, DeWitt, AR**

**Duties and Responsibilities:**
- Reported to CEO
- Maintaining state, Medicare, and Medicaid guidelines
- Collaborating with physicians
- Staff scheduling
- Payroll
- Development of policies and procedures
- Quality Assurance
- Infection Control
- Discharge Planning
- Direct and promote safe and effective client care and client/family education
- Supervised 10-15 personnel which included registered and licensed practical nurses, and nursing assistants
November 1988 – December 1990

**Medical-Surgical and Emergency Room Charge Nurse** - DeWitt City Hospital, DeWitt, AR

**Duties and Responsibilities:**
- Direct and promote safe and effective client care and client/family education
- Supervised 8-10 personnel which included registered and licensed practical nurses, nursing assistants, and EMT's.

June 1987 – November 1988

**Medical-Surgical Charge Nurse** - Stuttgart Regional Medical Center, Stuttgart, AR

**Duties and Responsibilities:**
- Direct and promote safe and effective client care and client/family education on 20 – 25 bed med/surg floor
- Supervised 8-10 personnel which included registered and licensed practical nurses, nursing assistants, and EMT's.

**HONORS:**
- 2007 – 2008 Faculty Member of the Year
- 2008 – 2009 Faculty Member of the Year

**CONTINUING EDUCATION:**

**2010**
- Laerdal – SimMan Training
- PCCUA – Web-Advisor Student Retention In-Service
- PCCUA – Achieving the Dream

**2009**
- National League for Nursing National Education Summit – Ease on Down the Road: Exploring Pathways to Excellence in Clinical Education
- Sylvia Rayfield Faculty Development Workshop – “What’s Up with NCLEX”
- Sylvia Rayfield Faculty Development Workshop – “Teaching Pharmacology Easily”
- Heroin: Abuse and Addiction
- PCCUA Workshop – Datatel
- PCCUA Workshop – Student Referral for Instructors
- PCCUA Workshop – Clickers in the Classroom
- PCCUA Workshop – Blackboard CE Training
- PCCUA Workshop – CV Training
- PCCUA Workshop – Smartboard
- ASBN Webinar Criminal Background Checks
- Higher Ed Taskforce – Remediation, Retention, and Graduation

**2008**

- When Something Goes Terribly Wrong: Avoiding the Latest Legal Issues in OB Care
- Grief Defined - ALPNA
- Leadership – ALPNA
- Laugh for the Health of It – ALPNA
- Mock Disciplinary Hearing – ALPNA
- The Trip: Where it Starts, Where Does It End – ALPNA
- Alzheimer’s Arkansas Programs and Services
- Bladder Management after Spinal Cord Injury
- Female Urinary Incontinence

**2006**

- The Legal Basis for Nursing Practice
- Boot Camp for New Nurse Educators
- Emergency Care of Burns

**2005**

- Osteoporosis: Diagnosis and Treatment
- What Healthcare Professionals Should Know About Exercise
- Influenza: A Comprehensive Review
- Basic Wound Assessment In-service

**PROFESSIONAL AND SCHOLARLY ACTIVITIES:**

- National League for Nursing member 2005 to present
- Member – Arkansas Licensed Practical Nurses Association

**COLLEGE SERVICE:**

- Distance Learning Committee Member – 2008, 2009, 2010
• 8th Grade Career Fair Presenter - 2009
• Attend Dumas Career Fair - 2009
• Guest Lecturer MASH Program - 2009
• PN Recruiting
• NA Recruiting
• Christmas Float 2009
• Presenter Med Pro-Ed Class DeWitt High School 2009
Curriculum Vita

PERSONAL INFORMATION:
Renee Allen Moss
5 DeWitt Airport Road
DeWitt, Arkansas 72042
Office: 870-946-3506, extension 1630
Home: 870-946-3728
Office e-mail: rmoss@pccua.edu

EDUCATION:
Arkansas State University; Jonesboro, AR
Graduate Work
University of Arkansas at Pine Bluff; Pine Bluff, AR
Bachelor of Science in Nursing; May 1999

LICENSURE:
Arkansas State Board of Nursing, RN License
American Heart Association, Basic Life Support Instructor

WORK EXPERIENCE:
August 2007-Present
Phillips Community College of the University of Arkansas
DeWitt, Arkansas
Nursing Instructor; Practical Nursing Program
Duties and Responsibilities
• Instruction, analysis, and evaluation of PN 102, PN 104, PN 112, PN 203, PN 214, PN 223, PN 224, PN 215, PN 231
• Test construction and analysis for all courses taught
• Evaluation of student’s abilities to perform critical skills
• Selection of appropriate clinical facilities in collaboration with colleagues
• Planning and evaluation of clinical experience
• Clinical supervision of students
• Active member of college committees
• Actively recruited and addressed area individuals in area high schools and health care agencies

August 2004-August 2007
Phillips Community College of the University of Arkansas
DeWitt, Arkansas
Nursing Instructor, Associate Degree Nursing Program
Duties and Responsibilities
• Instruction, analysis, and evaluation of all Associate Degree Nursing courses
• Test construction and analysis for all courses taught
• Evaluation of students' abilities to perform critical skills
• Planning and evaluation of clinical experience
• Clinical supervision of 8-10 students per semester
• Active member of college committees

January 2003-August 2004
Phillips Community College of the University of Arkansas
DeWitt, Arkansas
Nursing Instructor, Practical Nursing Program
Duties and Responsibilities
• Instruction, analysis, and evaluation of all Practical Nursing Program courses
• Test construction and analysis for all courses taught
• Evaluation of students’ abilities to perform critical skills
• Planning and evaluation of clinical experience
• Clinical supervision of 8-10 students per semester
• Active member of college committees

December 2001-January 2003
DeWitt Hospital
DeWitt, Arkansas
Director of Infection Control and Quality Management
• Developed, implemented, and evaluated infection control policies and procedures
• Facilitated quality control measures
• Provided leadership in the areas of infection control, quality management, discharge planning, and staff education
• Directed and promoted safe and effective client care and client/family education
• Supervised 25-30 personnel which included registered and licensed practical nurses, nursing assistants, and emergency medical technicians

July 2000-December 2001
Stuttgart Regional Medical Center
Stuttgart, Arkansas
Coronary Intensive Care Unit Charge Nurse
• Directed and promoted safe and effective client care and client/family education
• Supervised 3-4 personnel which included registered
  and licensed practical nurses, nursing assistants,
  and monitor technicians
• Responded to emergencies as member of Code
  Blue team

June 1999-July 2000

DeWitt Hospital
DeWitt, Arkansas

Emergency Room and Medical-Surgical Charge Nurse
• Direct and promote safe and effective client care
  and client/family education
• Supervised 8-10 personnel which included
  registered and licensed practical nurses, nursing
  assistants, and EMT's

HONORS:

PCCUA Outstanding Faculty, 2005-2006

CONTINUING EDUCATION:

2010
• Teaching With Scenarios, SimMan Training, Laerdal

2009
• National League for Nursing, NLN Education
  Summit 2009
• Faculty Development Workshop, Teaching
  Pharmacology Easily
• Faculty Development Workshop, What's up With
  NCLEX
• PCCUA Workshop, Datatel
• PCCUA Workshop, Student Referral for Instructors
• PCCUA Workshop, BlackBoard CE Training
• PCCUA Workshop, Smartboard
• Higher Education Taskforce, Remediation, Retention, and Graduation

2008
• ALPNA, Grief Defined
• ALPNA, Leadership
• ALPNA, Laugh for the Health of It
• ALPNA, The Trip: Where it Starts, Where Does it
  End
• Alzheimer's Arkansas Programs and Services
• JRMC, Conscious Sedation
2006
- UAMS, *Diabetes and Hypertension in Cardiovascular Medicine*

2005
- ACH, *Emergency Care of Burns*

2004
- ACH, *Emergency Care of Burns*
- SEAMIC, Basic Life Support Instructor Course
- CAVHS, *Making the Connection: Exploring Ways Faculty Can Encourage Students’ Success on Standardized Tests*

2003
- ARNA, *Nursing Practice 2003: Know Your Nurse Practice Act*
- NCSBN, *Assessment Strategies for Nursing Educators: Test Development and Item Writing*
- UAMS, *HIPPA Requirements*
- ASBN, *Grounds for Disciplinary Action*
- ASBN, *NCLEX Update*
- ASBN, *Board of Nursing 101*

**PROFESSIONAL AND SCHOLARLY ACTIVITIES:**

- Carl Perkins Grant Proposal funded, 2009
- National League for Nursing member 2003-present
- Arkansas Licensed Practical Nurses Association member 2003-present

**COLLEGE SERVICE:**

- Elections Committee Member
- Presented To Med Pro Ed Class From Dewitt High School
- 2009 Career Fair Committee Member
- 2009 Career Fair Presenter
- Presented To 8th Grade Dewitt Middle School Students During Campus Tour
- Dewitt Campus Fall Activity Committee Member
- Dewitt Campus Financial Aid Night Committee Member
- Dewitt Campus Birthday Hostess
- PCCUA Foundation (Dewitt) Mardi Gras Fundraiser Committee Member
- PCCUA Foundation (Dewitt) Mardi Gras Fundraiser Volunteer
- Arkansas County Allied Health Advisory Committee
- Practical Nursing Faculty Committee Member
- Practical Nursing Curriculum Committee Member
Curriculum Vita

PERSONAL INFORMATION:
Pamela Louise Johnston
3262 Highway 49
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Office: 870-338-6474, extension 1362
Home: 870-995-1254
Office e-mail: pjjohnston@pccua.edu
Home e-mail: pj_rn1@yahoo.com

EDUCATION:
Phillips Community College of the University of Arkansas;
Helena, AR
Associate Degree in Nursing; May 2001

LICENSURE:
Arkansas State Board of Nursing, Multi-State RN License

WORK EXPERIENCE:
January 2007-Present
Phillips Community College of the University of Arkansas
Helena, AR
Nursing Instructor
Duties and Responsibilities
• Implemented Practical Nursing level courses
• Test construction and analysis for all courses taught
• Evaluation of students’ abilities to perform critical skills
• Selection of appropriate clinical facilities in collaboration with colleagues
• Planning and evaluation of clinical experience
• Clinical supervision of 8-10 students per semester
• Engage students in learning to promote success
• Serve on selected college committees

January 2007-October 2009
Helena Regional Medical Center
Helena, AR
Emergency Room Staff Nurse
Duties and Responsibilities
• Responsible for patient care and paperwork
August 2006-January 2007

Helena Regional Medical Center
Helena, AR

Infection Control Coordinator

Duties and Responsibilities

- Responsible for the daily duties of infection control throughout the facility
- Educated new employees and current staff on evidenced based practice to decrease the spread of infection
- Provided education and follow up to employees who were
- Maintained policies and protocols and monitored current practice in the facility in order to be current and in compliance with local, state, and Joint Commission standards
- Participated in a Joint Commission Survey
- Responsible for ensuring that all employees are current on immunizations and TB skin tests and maintaining files that contain these records for each individual employee
- Implemented an Influenza vaccine clinic in which all employees received the vaccine free of charge

May 2005-August 2006

Helena Regional Medical Center
Helena, AR

Nurse Manager of the Medical/Surgical Unit and Rehabilitation Unit

Duties and Responsibilities

- Responsible for a 45 bed inpatient medical/surgical unit and a 10 bed rehabilitation unit
- Initiated policies and procedures that enhanced safe practices on the unit
- Monitored the daily operations of the unit to maintain compliance with state regulations
- Performed chart audits to monitor compliance
- Responsible for the staffing of the unit and the compliance of the staff in their job duties
- Maintained the budget of the unit
- Reported unit census daily to administration
- Collaborated with physicians and nursing staff concerning patient care and ways to enhance the unit in order to provide better safe practice
August 2004-May 2005
Helena/West Helena School District
Helena, AR
School Nurse
Duties and Responsibilities
- Provide care to students grades 1st-6th who were in need of health services during school hours
- Provide educational experiences to children enrolled in the school regarding health and healthy living
- Collect and individually file and report to the state of Arkansas immunization status and records on each child enrolled in the school
- Performed health screenings regarding weight/height, scoliosis, diet, and head lice

January 2004-August 2004
Northwest Mississippi Regional Medical Center
Clarksdale, MS
Surgery Circulating Nurse and Recovery Room Nurse
Duties and Responsibilities
- Responsible for paperwork and patient care/safety during surgical procedures
- Responsible for maintaining the sterility of surgical equipment and entering objects into the sterile field
- Responsible for collection and transferring of patient specimens to the lab
- Responsible for patient care post-operatively: monitoring of circulatory status through vital signs and inspection of wounds/dressings
- Responsible for transporting patients to the assigned floor post-operatively

October 2002-January 2004
Baptist East
Memphis, TN
Pulmonary Med/Surg Agency Nurse
Duties and Responsibilities
- Provide care to patients
- Charge nurse duties
- Maintain safety of patients
- Patient paperwork

August 2002-October 2002
Helena Regional Medical Center
Helena, AR
Home Health Nurse
Duties and Responsibilities
May 2001-August 2002
Helena Regional Medical Center
Helena, AR
Medical/Surgical Staff Nurse
Duties and Responsibilities
- Provide care to patients
- Charge nurse duties
- Maintain safety of patients
- Patient paperwork

Professional Development
Member National League of Nursing
Member Arkansas Licensed Practical Nurses Association
Member Arkansas Nurses Association
Member National Organization for Advanced Degree Nurses
Certified – ACLS
Certified - PALS
Bridges Out of Poverty
Phillips County Advisory Committee
Licensed as a Registered Nurse in the state of Arkansas
College of the Ozarks: Bringing Simulation into the Classroom
National Nurse Educators Conference
NLN-Online Item Writing Course

College Service
PN Faculty Committee
Student Activities Committee
PCCUA PN Curriculum Committee
Recruitment Committee
Phillips County Allied Health Advisory Committee
Curriculum Vita

PERSONAL INFORMATION:
Shannon Smith Davis
4129 Hwy 242 W
Home: Lexa, Arkansas 72355
Office: 870-338-6474 extension 1306
Home: 870-995-3504
Office e-mail: sdavis@pccua.edu
Home e-mail: sksrn2001@yahoo.com

EDUCATION:
Phillips Community College of the University of Arkansas
Associate Degree in Nursing, 2000

LICENSURE:
Arkansas State Board of Nursing, Multi-State RN License

WORK EXPERIENCE:
August 2007-Present
Phillips Community College of the University of Arkansas
Practical Nursing Instructor
Duties and Responsibilities
- Implemented Practical Nursing level courses
- Test construction and analysis for all courses taught
- Evaluation of students’ abilities to perform critical skills
- Selection of appropriate clinical facilities in collaboration with colleagues
- Planning and evaluation of clinical experience
- Clinical supervision of 8-10 students per semester
- Engage students in learning to promote success
- Serve on selected college committees

July 2003-August 2007
Northwest Mississippi regional Medical Center
Clarksdale, Mississippi
Labor & Delivery Nurse
Duties and Responsibilities
- Directed and promoted safe and effective client care and client/family education
- Responsible for total care of patients with tasks including, but not limited to, IV access, foley catheter insertion, occasional port-a-cath access, interpretation of lab values, safely administering ordered medications, and notifying physicians
of pertinent information or changes in patient status.

May 2000 - June 2003
Crittenden Memorial Hospital
West Memphis, AR
Duties and Responsibilities
Postpartum/Nursery Nurse
- Directed and promoted safe and effective client care and client/family education
- Responsible for total care of patients with tasks including, but not limited to, IV access, foley catheter insertion, occasional port-a-cath access, interpretation of lab values, safely administering ordered medications, and notifying physicians of pertinent information or changes in patient status.

Professional Development:
- Member National League of Nursing
- Member Arkansas Licensed Practical Nurses Association
- Certified - ACLS
- Certified - NRP
- Bridges Out of Poverty
- Arkansas County Allied Health Advisory Committee
- Licensed as a Registered Nurse in the state of Arkansas
- National Nurse Educators Conference
- College of the Ozarks: Bringing Simulation into the Classroom
- NLN- Online Item Writing Course

College Service:
- PN Faculty Committee
- Student Activities Committee
- PCCUA PN Curriculum Committee
- Recruitment Committee
Portfolio Section B: College Service

College service includes service the instructor renders to his or her department, division, or the college as a whole. Activities in this area include service on committees, the planning and presentation of workshops, student recruitment, sponsorship of a student organization, and preparation of external grant proposals, etc.

Please list College Service activities below:

1. Faculty Senate
2. Instruction and Curriculum Committee
3. AR County Allied Health Advisory Committee - Secretary
4. Allied Health Learning Resources Committee
5. Allied Health Recruitment Committee
6. Allied Health Infection Control Committee
7. Plan, Set Up and Participate in 2009 DeWitt Career Fair
8. Presenter 8th Grade Career Fair 2009
9. Dumas Career Fair 2009
10. Guest Lecturer MASH Program 2009
11. PCCUA Foundation (DeWitt) Mardi Gras Fundraiser Volunteer
12. PCCUA Foundation (DeWitt) Mardi Gras Fundraise Committee
13. PN Faculty Committee
14. PN Curriculum Committee
15. DeWitt Campus Fall Activity Committee
16. DeWitt Campus Birthday Hostess
17. PN Class Recruitment
18. Nursing Assistant Class Recruitment
19. Presenter DeWitt Career Fair 2009
20. Presenter Med Pro Ed Class DeWitt High School

Portfolio Divider Pages - Revised Spring 2008
Portfolio Section C: Professional Development

Professional development is differentiated from college service in that college service is restricted to institutional activities while professional development involves external activities. Activities in this area include participation in workshops and conferences, visits to other colleges, publications, research related to one’s own field, and consulting, etc.

Please list professional development activities below:

1. Attended National League for Nursing National Education Summit for 4 days 9-23-09 thru 9-26-09.

2. Attended Sylvia Rayfield Faculty Development Workshop at UAM for 2 days 9-10-09 thru 9-11-09.

3. Member National League for Nursing

4. Member Arkansas Licensed Practical Nurses Association

5. Higher Ed Task Force – Remediation, Retention, and Graduation

6. Council of Nurse Administrators of Nursing Education Programs

7. South Central Center on Aging Education Advisory Board

8. Arkansas State Board of Nursing Webinar Criminal Background Checks

9. Campus Workshop – Datatel Student Referral Instructors

10. Campus Workshop – Datatel Student Referral Advisors

11. Campus Workshop – Clickers in the Classroom

12. Campus Workshop – Blackboard Training

13. Campus Workshop – CV Training

14. Campus Workshop - Smartboard
Portfolio Section D: Community Service

Given the necessity of a close relationship between a community college and the community which it serves, almost any community involvement is valuable to the college.

Please list community service activities below:

1. DeWitt High School Basketball Fish Fry Fund Raiser Volunteer
2. South AR County Mass Flu Immunizations
3. AR County Fair Volunteer
4. DeWitt Athletic Booster Club
5. United Methodist Youth Volunteer
6. Charitable Christian Medical Clinic Volunteer
7. DeWitt High School Basketball Concession Stand Volunteer
8. DeWitt Baseball/Softball Association Volunteer
9. Annual Spaghetti Supper – St Luke Lutheran Church
10. Altar Guild – St Luke Lutheran Church
11. Evening Guild – St Luke Lutheran Church
Portfolio Section B: College Service

College service includes service the instructor renders to his or her department, division, or the college as a whole. Activities in this area include service on committees, the planning and presentation of workshops, student recruitment, sponsorship of a student organization, and preparation of external grant proposals, etc.

Please list College Service activities below:

1. Distance Learning Committee Member
2. PN Faculty Committee
3. PN Curriculum Committee
4. Presenter 8th Grade Career Fair 2009
5. Plan, Set Up and Participate in 2009 DeWitt Career Fair
6. 2009 Career Fair Presenter
7. Attend Dumas Career Fair 2009
8. Guest Lecturer MASH Program 2009
9. Arkansas County Allied Health Advisory Committee
10. Fall Activity Committee – DeWitt Campus
11. November Birthday Hostess
12. PN Recruiting
13. NA Recruiting
15. Presenter Med Pro-Ed Class DeWitt High School 2009
16. Allied Health Learning Resources Committee
17. Allied Health Recruitment Committee
Portfolio Section C: Professional Development

Professional development is differentiated from college service in that college service is restricted to institutional activities while professional development involves external activities. Activities in this area include participation in workshops and conferences, visits to other colleges, publications, research related to one's own field, and consulting, etc.

Please list professional development activities below:

1. Attended National League for Nursing National Education Summit for 4 days: September 23 – September 26, 2009

2. Attended Sylvia Rayfield Faculty Development Workshop at UAM for 2 days: September 10 – September 11, 2009

3. Campus Workshop – Datatel

4. Campus Workshop – Student Referral for Instructors

5. Campus Workshop – Clickers in the Classroom

6. Campus Workshop – Blackboard CE Training

7. Campus Workshop – CV Training

8. Campus Workshop – Smartboard

9. Member – National League for Nursing

10. Member – Arkansas Licensed Practical Nurses Association

11. ASBN Webinar Criminal Background Checks

12. Higher Ed Taskforce – Remediation, Retention, and Graduation
Portfolio Section D: Community Service

Given the necessity of a close relationship between a community college and the community which it serves, almost any community involvement is valuable to the college.

Please list community service activities below:

1. Red Cross Blood Donation
2. Landmark Baptist Church Bible School Volunteer
3. Charitable Christian Medical Clinic Volunteer
4. South Arkansas County Mass Flu Clinic Volunteer
5. Pee Wee Football Volunteer
6. Touchdown Club Volunteer
7. DeWitt Football Program Volunteer
8. Breast Cancer Awareness Volunteer
9. DeWitt Homecoming Volunteer
10. DeWitt High School Graduation Volunteer
11. Lion’s Club Blood Glucose Screening Volunteer
• Portfolio Section B: College Service

College service includes service the instructor renders to his or her department, division, or the college as a whole. Activities in this area include service on committees, the planning and presentation of workshops, student recruitment, sponsorship of a student organization, and preparation of external grant proposals, etc.

Please list College Service activities below:

1. ELECTIONS COMMITTEE MEMBER

2. PRESENTED TO MED PRO ED CLASS FROM DEWITT HIGH SCHOOL

3. 2009 CAREER FAIR COMMITTEE MEMBER

4. 2009 CAREER FAIR PRESENTER

5. PRESENTED TO 8TH GRADE DEWITT MIDDLE SCHOOL STUDENTS, DURING CAMPUS TOUR

6. DEWITT CAMPUS FALL ACTIVITY COMMITTEE MEMBER

7. DEWITT CAMPUS FINANCIAL AID NIGHT COMMITTEE MEMBER

8. DEWITT CAMPUS BIRTHDAY HOSTESS

9. PCCUA FOUNDATION (DEWITT) MARDI GRAS FUNDRAISER COMMITTEE MEMBER

10. PCCUA FOUNDATION (DEWITT) MARDI GRAS FUNDRAISER VOLUNTEER

11. ARKANSAS COUNTY ALLIED HEALTH ADVISORY COMMITTEE

12. PRACTICAL NURSING FACULTY COMMITTEE MEMBER

13. PRACTICAL NURSING CURRICULUM COMMITTEE MEMBER

14. PLAN AND SET UP FOR CAREER FAIR

15. CF Grant Writer
Portfolio Section C: Professional Development

Professional development is differentiated from college service in that college service is restricted to institutional activities while professional development involves external activities. Activities in this area include participation in workshops and conferences, visits to other colleges, publications, research related to one’s own field, and consulting, etc.

**Please list professional development activities below:**

1. Attended National League for Nursing’s National Education Summit for 4 days. 9/23/09 – 9/26/09


3. Member National League for Nurses

4. Member Arkansas Licensed Practical Nurses Association

5. Higher Ed Taskforce – Remediation, Retention and Graduation

6. Campus Workshop – Clickers in the Classroom

7. Campus Workshop – BlackBoard Training

8. Campus Workshop – CV Training

9. Campus Workshop – Social Networking

10. Campus Workshop – SMARTboard

11. Campus Workshop – Datatel

12. Campus Workshop – Student Referral for Instructors
Portfolio Section D: Community Service

Given the necessity of a close relationship between a community college and the community which it serves, almost any community involvement is valuable to the college.

Please list community service activities below:

1. DEWITT PUBLIC SCHOOLS PARENT TEACHER ASSOCIATION
2. PATTILLO SCHOOL PARENT TEACHER ASSOCIATION
3. PROVIDED COMMUNITY CPR CLASS
4. PROVIDED COMMUNITY FIRST AID TRAINING
5. VACATION BIBLE SCHOOL LEADER – FIRST BAPTIST CHURCH
6. SUNDAY SCHOOL TEACHER – FIRST BAPTIST CHURCH
7. YOUTH LEADER – FIRST BAPTIST CHURCH
8. FIRST BAPTIST CHURCH PRESCHOOL COMMITTEE
9. FIRST BAPTIST CHURCH MISSIONS COMMITTEE
10. ARKANSAS COUNTY MASS FLU CLINIC VOLUNTEER
11. VOLUNTEER CHARITABLE CHRISTIAN MEDICAL CLINIC
12. VOLUNTEER DEWITT BASEBALL/SOFTBALL ASSOCIATION
13. VOLUNTEER DRAGON TOUCHDOWN CLUB
14. FIRST BAPTIST CHURCH ASSOCIATE PASTOR SEARCH COMMITTEE MEMBER
Shannon Davis, RN, AAS
2009-2010

Portfolio Section B: College Service

College service includes service the instructor renders to his or her department, division, or the college as a whole. Activities in this area include service on committees, the planning and presentation of workshops, student recruitment, sponsorship of a student organization, and preparation of external grant proposals, etc.

Please list College Service activities below:

1. PN Faculty Committee
2. PN Curriculum Committee
3. PN Recruitment Committee
4. Faculty Association
5. Allied Health Committee
6. Career Fair – T&I Secondary Center
7. ALPNA Activities
8. Achieving the Dream Discussions
9. Early Alert Program Participant
10. Procured Clinical Contract with the Moore Clinic
11. Foundation Donor
Shannon Davis, RN, AAS
2009-2010

Portfolio Section C: Professional Development

Professional development is differentiated from college service in that college service is restricted to institutional activities while professional development involves external activities. Activities in this area include participation in workshops and conferences, visits to other colleges, publications, research related to one's own field, and consulting, etc.

Please list professional development activities below:

1. Member of NLN
2. NCSBN Learning Extention – Test Development and Item Writing
4. Simulation Webinar – Summer 2009
5. Arkansas County Advisory Committee
6. Certified NRP
7. Certified ACLS
8. Nurse Educator Institute – Striving for Evidence-Based Practice in Nursing Education – March 31- April 3, 2009 – Branson, MO
9. Blackboard In-service
10. Smartboard In-service
11. Northwest Regional Medical Center Orientation
12. St. Vincent's Infirmary Orientation
13. Crestpark Retirement Orientation
14. Aaron Henry Health Center Orientation
Portfolio Section D: Community Service

Given the necessity of a close relationship between a community college and the community which it serves, almost any community involvement is valuable to the college.

Please list community service activities below:

1. Desoto School Classroom Volunteer
2. Dance Room Mother
3. Multiple Donations to the Battered Women’s Shelter
4. Recruitment for the Practical Nursing Program
5. Phillips County Flu Shot Drive
6. Twin City Athletic Association T-Ball Coach
7. Haven of Rest Community Center Clean-Up Organizer
8. St. Jude Sponsor
9. Field Trip Sponsor – Pumpkin Patch – Desoto School
10. Transported Preschool Children to Tri-County Fair
11. Diabetic Teaching at Delta AHEC
Portfolio Section B: College Service

College service includes service the instructor renders to his or her department, division, or the college as a whole. Activities in this area include service on committees, the planning and presentation of workshops, student recruitment, sponsorship of a student organization, and preparation of external grant proposals, etc.

Please list College Service activities below:

1. PN Faculty Committee
2. PN Curriculum Committee
3. Recruitment Committee ✓
4. Allied Health Committee
5. Faculty Association
6. Faculty Senate -Elections ✓
7. ADN/PN Learning Resources committee
8. ALPNA Student Activities
9. Early Alert Participant ✓
10. Achieving the Dream Participant ✓
11. PCCUA Foundation Donor
Portfolio Section C: Professional Development

Professional development is differentiated from college service in that college service is restricted to institutional activities while professional development involves external activities. Activities in this area include participation in workshops and conferences, visits to other colleges, publications, research related to one’s own field, and consulting.

Please list professional development activities below:

1. Member National League of Nursing
2. Certified – ACLS
3. Certified - PALS
4. Phillips County Advisory Committee
5. Licensed as a Registered Nurse in the state of Arkansas
7. Nurse Educator Institute 2009-Striving for Evidence-Based Practice in Nursing Education-Branson, MO Dates: March 31-April 3, 2009
8. NCSBN Learning Extension: Test Development and Item Writing
9. Simulation Webinar-Summer 09
10. Crestpark Nursing Home Orientation
11. Northwest Mississippi Regional Medical Center Orientation
12. St. Vincent’s Infirmary Orientation
13. Aaron Henry Clinic Orientation
Portfolio Section D: Community Service

Given the necessity of a close relationship between a community college and the community which it serves, almost any community involvement is valuable to the college.

Please list community service activities below:

1. Phillips county Flu Shot Drive
2. DeSoto School Classroom Volunteer
3. Twin City Athletic Association Soccer Coach
4. Twin City Athletic Association Pitching Machine Coach
5. Club Scout Room Mother
6. Relay For Life Volunteer
7. Haven of Rest Community Center Volunteer
8. DeSoto Field Trip Sponsor “Pumpkin Patch”
9. ABC Preschool program sponsor
10. Nursing Home Volunteer
11. Marvel Christmas Parade Participant in Parade
The National League for Nursing has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, McLean, VA 22102. Specific provider numbers are assigned by the following states: Alabama (ABNP0382), California (CEP 13722), Delaware (DE 129), District of Columbia (CEBroker 50-2869), Florida (FBN3341), Kentucky (1-0013), Louisiana (LSBN 37), West Virginia (WV2000-0336RN). Kentucky Board of Nursing approval of an individual nursing continuing education provider does not constitute endorsement of program content. This activity meets Type II criteria for mandatory continuing education requirements toward relicensure as established by the Board of Nurse Examiners for the state of Texas.

DISCLAIMER: Although the National League for Nursing (NLN) has reviewed and approved this course for CEUs, we cannot guarantee or take responsibility for the accuracy or quality of the material presented, nor do we necessarily endorse, support, or recommend any products mentioned, opinions expressed, or actions/decisions suggested. Completion of this program does not authorize persons to practice outside the scope of practice defined by their State Board(s) of Nursing.

This certificate must be retained by the licensee for a period of 7 years. Do not send it to a State Board of Nursing unless requested to do so.
SYLVIA RAYFIELD

FACULTY DEVELOPMENT- “WHAT’S UP WITH NCLEX”

SEPTEMBER 10, 2009

Certificate of Completion
Is hereby granted to:

SHANNON MCKAWEN
License # R31571

To certify that they have completed to satisfaction 6 CEP’s
(CEP’S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
FACULTY DEVELOPMENT - “TEACHING PHARMACOLOGY EASILY”

SEPTEMBER 11, 2009

Certificate of Completion
Is hereby granted to:

SHANNON McKAWEN
License # R31571

To certify that they have completed to satisfaction 6 CEP's
(CEP’S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
Continuing Education Certificate

This certificate verifies that Shannon McKewen - license R31571 has completed the requirements for Continuing Education Credit for:

Heroin: Abuse and Addiction

For a total of 1.0 Clock Hours on Mar 25, 2009

Format: CEU-Hours.com web-based CEU Course with successfully completed post-test.
Clinical instruction staff: Michael Norgaard, LPC, NCC  Penny Apollaro, LCSW

This training meets the requirements set forth by all boards assigning approval status and meets generally accepted standards for professional continuing education.

Michael Norgaard, LPC, NCC

CEU-Hours.com, LLC
PO Box 210176
Bedford, Texas 76095

CEU Provider Numbers: NBCC #6173 (designated courses), NAADAC #342, Tx. Social Work #5001, CA BBS #PEC 3336, FL #58-4869
New Mexico Counseling #6079831  Alabama Social Work Board #0260, CA BRN (Nursing) #CEP 14347, DC Nursing #50-4869, Texas LMFT Board #279

NATIONAL LEAGUE FOR NURSING
CERTIFICATE OF CONTINUING EDUCATION

PARTICIPANT INFORMATION

NAME: Moss, Renee, A
ADDRESS: 5 Dewitt Airport Rd, Dewitt, AR 72042
RN LICENSE #: AR63724
STATE OF LICENSURE: AR

PROGRAM INFORMATION

PROGRAM NUMBER: 3108
PROGRAM TITLE: The NLN Education Summit 2009
SPONSORED BY: National League for Nursing
# OF CONTACT HOURS: 16.0
# OF CEUS: 1.6

Beverly Malone, PhD, RN, FAAN
Chief Executive Officer

DISCLAIMER: Although the National League for Nursing (NLN) has reviewed and approved this course for CEUs, we cannot guarantee or take responsibility for the accuracy or quality of the material presented, nor do we necessarily endorse, support, or recommend any products mentioned, opinions expressed, or actions/decisions suggested. Completion of this program does not authorize persons to practice outside the scope of practice defined by their State Board(s) of Nursing.

This certificate must be retained by the licensee for a period of 7 years. Do not send it to a State Board of Nursing unless requested to do so.
FACULTY DEVELOPMENT- "TEACHING PHARMACOLOGY EASILY"

SEPTEMBER 11, 2009

Certificate of Completion
Is hereby granted to:

RENEE MOSS
License # R63724

To certify that they have completed to satisfaction 6 CEP's
(CEP'S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
FACULTY DEVELOPMENT- “WHAT’S UP WITH NCLEX”

SEPTEMBER 10, 2009

Certificate of Completion
Is hereby granted to:

RENEE MOSS
License # R63724

To certify that they have completed to satisfaction 6 CEP’s
(CEP’S approved by Board of Registered Nursing, California #63-1240053)

Tina Rayfield, President
UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES
AREA HEALTH EDUCATION CENTER-NORTHWEST AT HARRISON
1515 Pioneer Drive
Harrison, AR 72601

CERTIFIES THAT
Shannon Davis
HAS SUCCESSFULLY COMPLETED THE CONTINUING NURSING EDUCATION PROGRAM

NURSE EDUCATOR INSTITUTE 2009
Maximizing Simulation Technology to Design
a Nourishing Learning Environment

DATE: March 30, 2009
AND IS AWARDED 5 NURSING CONTACT HOURS

LOCATION: COLLEGE OF THE OZARK, BRANSON, MO

UAMS AHEC-NW is an approved provider of continuing nursing education by Arkansas Nurses Association,
an accredited approver by the American Nurses Credentialing Center's Commission on Accreditation.

UAMS
AREA HEALTH
EDUCATION CENTERS
NORTHWEST

Director of Nursing Education
AHEC-NW
UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES
AREA HEALTH EDUCATION CENTER-NORTHWEST AT HARRISON
1515 Pioneer Drive
Harrison, AR 72601

CERTIFIES THAT

Shannon Davis

HAS SUCCESSFULLY COMPLETED THE CONTINUING NURSING EDUCATION PROGRAM

NURSE EDUCATOR INSTITUTE 2009
Striving for Evidence-Based Practice in Nursing Education

DATE: March 31 - April 3, 2009
AND IS AWARDED 17.5 NURSING CONTACT HOURS
LOCATION: CHATEAU ON THE LAKE, BRANSON, MO

UAMS AHEC-NW IS AN APPROVED PROVIDER OF CONTINUING NURSING EDUCATION BY ARKANSAS NURSES ASSOCIATION.
AN ACCREDITED APPROVER BY THE AMERICAN NURSES CREDENTIALING CENTER'S COMMISSION ON ACCREDITATION.

UAMS
AREA HEALTH
EDUCATION CENTERS
NORTHWEST
UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Director of Nursing Education
AHEC-NW
UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES
AREA HEALTH EDUCATION CENTER-NORTHWEST AT HARRISON
1515 Pioneer Drive
Harrison, AR 72601

CERTIFIES THAT
Pamela Johnston
HAS SUCCESSFULLY COMPLETED THE CONTINUING NURSING EDUCATION PROGRAM

NURSE EDUCATOR INSTITUTE 2009
Maximizing Simulation Technology to Design
a Nourishing Learning Environment

DATE: March 30, 2009
AND IS AWARDED 5 NURSING CONTACT HOURS

LOCATION: COLLEGE OF THE OZARK, BRANSON, MO

UAMS AHEC-NW IS AN APPROVED PROVIDER OF CONTINUING NURSING EDUCATION BY ARKANSAS NURSES ASSOCIATION,
AN ACCREDITED APPROVER BY THE AMERICAN NURSES CREDENTIALING CENTER’S COMMISSION ON ACCREDITATION.

Director of Nursing Education
AHEC-NW
UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES
AREA HEALTH EDUCATION CENTER-NORTHWEST AT HARRISON
1515 Pioneer Drive
Harrison, AR 72601

CERTIFIES THAT

Pamela Johnston

HAS SUCCESSFULLY COMPLETED THE CONTINUING NURSING EDUCATION PROGRAM

NURSE EDUCATOR INSTITUTE 2009
Striving for Evidence-Based Practice In Nursing Education

DATE: March 31 - April 3, 2009
AND IS AWARDED 17.5 NURSING CONTACT HOURS
LOCATION: CHATEAU ON THE LAKE, BRANSON, MO

UAMS AHEC-NW IS AN APPROVED PROVIDER OF CONTINUING NURSING EDUCATION BY ARKANSAS NURSES ASSOCIATION, AN ACCREDITED APPROVER BY THE AMERICAN NURSES CREDENTIALING CENTER'S COMMISSION ON ACCREDITATION.

Director of Nursing Education
AHEC-NW
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
PRACTICAL NURSING PROGRAM

Phillips Community College of the University of Arkansas
Systematic Plan for Evaluation

STANDARD II: Faculty and Staff

Criterion 2.3: Credentials of practice laboratory personnel are commensurate with their level of responsibilities.

<table>
<thead>
<tr>
<th>PROCESS</th>
<th>IMPLEMENTATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Component</td>
<td>Report of Data Collection &amp; Analysis</td>
</tr>
<tr>
<td>Academic Credentials</td>
<td>Actual level of achievement</td>
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<tr>
<td>Licensure</td>
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<tr>
<td>Degree</td>
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<tr>
<td>Experience</td>
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<tr>
<td>Continuing Education</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Component</th>
<th>Where Is Documentation Found</th>
<th>Person/Committee Responsible</th>
<th>Time/Frequency of Assessment</th>
<th>Assessment Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Credentials</td>
<td>Office of the DAH</td>
<td>Faculty Committee</td>
<td>Upon employment and annually in September</td>
<td>Review Practice Laboratory Personnel Credentials Meeting PCCUA and Arkansas State Board of Nursing Minimum Requirements Table 2.3</td>
</tr>
<tr>
<td>Licensure</td>
<td>Faculty CVs and Transcripts</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Degree</td>
<td>Faculty Professional Development Book</td>
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<td>Experience</td>
<td>Personnel Officer Files</td>
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<tr>
<td>Continuing Education</td>
<td>Faculty Committee Minutes</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Operational Definition:
- Practice laboratory personnel are individuals hired to coordinate laboratory activities, assist students with skills practice, and evaluate student's skill competency.
- Practice laboratory personnel meet the same requirements for employment as faculty.

Expected Levels of Achievement:
1. 100% of practice laboratory personnel maintain active, unencumbered licenses to practice as registered nurses in Arkansas.
2. 100% of practice laboratory personnel have a minimum of an associate's degree in nursing.
3. 100% of practice laboratory personnel have one or more years of clinical experience.
4. 100% of practice laboratory personnel holding Arkansas licensure have 15 practice focused contact hours of continuing education from a nationally recognized state continuing education approval body recognized by the ASBN; or certification or recertification during the renewal period by a national certifying body recognized by the ASBN; or provide proof of completing an academic course in nursing or a related field each licensing period.
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
PRACTICAL NURSING PROGRAM

STANDARD II: Faculty and Staff

Table 2.3

Practice Laboratory Personnel Credentials Meeting PCCUA and Arkansas State Board of Nursing
Minimum Requirements

September 2009

<table>
<thead>
<tr>
<th>Faculty Member</th>
<th>License Expiration Date</th>
<th>ASBN Required Highest Degree</th>
<th>Number of Years of Clinical Experience</th>
<th>Meet Required Continuing Education Requirements of 15 Hours During Last Licensure Renewal</th>
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</thead>
<tbody>
<tr>
<td>None Employed</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>
Phillips Community College of the University of Arkansas  
Systematic Plan for Evaluation  

STANDARD II: Faculty and Staff  

Table 2.6  
Number, Utilization, and Credentials of Non-Nurse Faculty and Staff  

September 2009  

<table>
<thead>
<tr>
<th>Staff Member</th>
<th>Number</th>
<th>Utilization</th>
<th>Credentials</th>
<th>Minimum Required College Credentials</th>
<th>Home Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amy Hudman</td>
<td>1</td>
<td>Administrative Assistant</td>
<td>High School Graduate with PCCUA College Credit</td>
<td>GED or HS diploma</td>
<td>HWH</td>
</tr>
<tr>
<td>Tammy DeBerry</td>
<td>1</td>
<td>Clerical Assistant</td>
<td>GED</td>
<td>GED or HS diploma</td>
<td>DeWitt</td>
</tr>
<tr>
<td>Michelle Waites-</td>
<td>1</td>
<td>Distance Learning Coordinator</td>
<td>BS University of Arkansas</td>
<td>Associate Degree</td>
<td>HWH</td>
</tr>
<tr>
<td>Anderson</td>
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<tr>
<td>Katie Clifton</td>
<td>1</td>
<td>Distance Education Assistant</td>
<td>AA PCCUA</td>
<td>GED or HS diploma</td>
<td>HWH</td>
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<tr>
<td>Scarlet Laster</td>
<td>1</td>
<td>Distance Education Assistant</td>
<td>AA in Business Administration</td>
<td>GED or HS diploma</td>
<td>DeWitt</td>
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<tr>
<td>Valerie Colvin</td>
<td>1</td>
<td>Distance Education Assistant</td>
<td>BS in Education Graduate work toward MAE</td>
<td>GED or HS diploma</td>
<td>Stuttgart</td>
</tr>
<tr>
<td>Darrin Burns</td>
<td>1</td>
<td>Chief Information Officer</td>
<td>HS Diploma Microsoft Certified Systems Engineer Certificate</td>
<td>GED or HS diploma</td>
<td>HWH</td>
</tr>
<tr>
<td>Dallis Miller</td>
<td>3</td>
<td>Senior Computer Support Specialist</td>
<td>GED Certificate AR Heating Ventilation and Air Conditioning Class A Contractor's Certification &amp; License Cisco Networking Academy College Certificate Microsoft Desktop Support Certificate</td>
<td>GED or HS diploma</td>
<td>HWH</td>
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<tr>
<td>Name</td>
<td>Title/Position</td>
<td>Education/Certification</td>
<td>Degree Level</td>
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<tr>
<td>Arthur Gentry</td>
<td>Computer Support Specialist</td>
<td>Associate in General Studies</td>
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<td>HWH</td>
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<tr>
<td>Earnest Todd</td>
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<td>AAS in Network Administration</td>
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<td>Leslie Russell</td>
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<td>Bachelors of Science in Business Information Systems</td>
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<td>Mickey Johnson</td>
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<td>Jason Jacob</td>
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<td>110 hours in Computer Information Systems</td>
<td>HS diploma</td>
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<tr>
<td>Jerry Baldwin</td>
<td>Faculty/Computer Services Technician</td>
<td>AAS in Network Technology</td>
<td>Associate Degree</td>
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See *PN Faculty Handbook*, p. 9
<table>
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<td>Educational Outcomes</td>
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<td>Conceptual Framework Blueprint</td>
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<td>Level Objectives</td>
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<td>Curricular Pattern</td>
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<td>SPE</td>
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<td>Student Representation on Committees</td>
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<td>Immunization and TB skin test</td>
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<td>Substance Abuse Testing</td>
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<td>Application for NCLEX</td>
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<td>Criminal Background Check</td>
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<tr>
<td>Student Evaluation of Faculty</td>
<td></td>
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<td>Campus Resources</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student Handbook</td>
<td></td>
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</tr>
<tr>
<td>Honors/Awards</td>
<td></td>
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<tr>
<td>Scholarships</td>
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<td>Discipline/Conduct</td>
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<td><strong>Clinical</strong></td>
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<tr>
<td>Uniform</td>
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<tr>
<td>Violation of Safe Practice</td>
<td></td>
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<tr>
<td>Student Professional Liability Insurance</td>
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<td></td>
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<tr>
<td>Medical treatment for Injuries &amp;</td>
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<tr>
<td>College Reporting Form</td>
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</tbody>
</table>
### Faculty Departmental Policies

**Forms**
- Application for Admission
- Student File Check List
- Health Statement
- Re-admission
- Learning Contract
- Graduation Application
- Recommendation
- Substance Abuse
- Registration: Schedules
- Add/Drop
- Office Schedule
- Request for Computer Services
- Notice of Excessive Absence
- Travel Expense
- Reimbursement
- Student Referral

**Maintenance of Academic Records**

**Professional Liability Insurance**

**CPR Certification**

**Faculty Handbook**

**Recruitment Information**

**Packet/PowerPoint**

**Committees**

**Faculty Peer/Student Dean**

**Evaluation**

**Portfolio**

**Obtaining Textbooks**

### College Policies

**Policy Manual**

**Access to Personnel File**

**Contract Renewal/Termination**

**Committees**

**Participation in Graduation and Pinning**

**Keys**

**Phone System**

**Parking Sticker**

**Mail: Sending and Receiving**

**Phone/Long Distance**

**Confidentiality Issues**

**Security**

**E-mail**
<table>
<thead>
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<th>College Vehicles</th>
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<td>Courier Service</td>
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<td>Faculty Work Schedules</td>
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<td>LOA</td>
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<td>TR/ Reimbursement</td>
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<td>Purchasing Procedures</td>
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<td>On-campus Request for Services</td>
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<td>Teaching Load</td>
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<td>Request Supplies</td>
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**Curriculum**

<table>
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<th>Course Syllabi</th>
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<td>Course Outlines</td>
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<td>Course Calendars</td>
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<td>Red Book</td>
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<td>WebCT Testing</td>
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<td>Home Page</td>
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<td>Clinical Evaluation Tool</td>
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<td>Clinical Rotation Schedules</td>
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<td>NCLEX-RN Test Plan</td>
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<td>NLN Guide for Interpreting Test Reports</td>
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**Distance Education**

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<td>Modification of teaching materials</td>
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<tr>
<td>Compensation for Instruction</td>
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<tr>
<td>Assessment of Student Learning at Distance Site</td>
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**Assessment**

| Student attainment of College Core Competencies |          |
| Student Attainment of PN Program and Educational Goals | |
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
PRACTICAL NURSING PROGRAM

STANDARD II: Faculty and Staff

Table 2.4.1

Faculty/Student Ratio – Theory Courses

September 2009
January 2010

<table>
<thead>
<tr>
<th>COURSE</th>
<th>SECTION</th>
<th>FACULTY/STUDENT RATIO</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>FALL 2009</td>
</tr>
<tr>
<td>PN 201 D</td>
<td>1</td>
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<tr>
<td>PN 201 H</td>
<td>1</td>
<td>1:8</td>
</tr>
<tr>
<td>PN 203 D</td>
<td>1</td>
<td>1:5</td>
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<tr>
<td>PN 203 D</td>
<td>2</td>
<td>1:4</td>
</tr>
<tr>
<td>PN 203 D</td>
<td>3</td>
<td>1:4</td>
</tr>
<tr>
<td>PN 203 H</td>
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<td>1:5</td>
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<tr>
<td>PN 203 H</td>
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<td>1:4</td>
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<tr>
<td>PN 211 D</td>
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<td>1:13</td>
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<tr>
<td>PN 211 H</td>
<td>1</td>
<td>1:9</td>
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<tr>
<td>PN 214 D</td>
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<td>PN 214 D</td>
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<td>PN 214 H</td>
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<td>1:5</td>
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<tr>
<td>PN 214 H</td>
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<tr>
<td>PN 223 D</td>
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<td>PN 223 D</td>
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<td>1:4</td>
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<tr>
<td>PN 224 D</td>
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<td>PN 224 D</td>
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<tr>
<td>PN 224 D</td>
<td>3</td>
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<td>1:4</td>
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<tr>
<td>PN 224 H</td>
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Faculty/Student Ratio – Theory Courses

SPRING 2010

<table>
<thead>
<tr>
<th>COURSE</th>
<th>SECTION</th>
<th>FACULTY/STUDENT RATIO</th>
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<tbody>
<tr>
<td>PN 215 D</td>
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<tr>
<td>PN 215 D</td>
<td>2</td>
<td>1:4</td>
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<tr>
<td>PN 215 D</td>
<td>3</td>
<td>1:3</td>
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<tr>
<td>PN 215 H</td>
<td>1</td>
<td>1:8</td>
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<tr>
<td>PN 215 H</td>
<td>2</td>
<td>1:7</td>
</tr>
<tr>
<td>PN 231 D</td>
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<tr>
<td>PN 231 D</td>
<td>2</td>
<td>1:3</td>
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<tr>
<td>PN 231 D</td>
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<td>1:3</td>
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<tr>
<td>PN 231 H</td>
<td>1</td>
<td>1:3</td>
</tr>
<tr>
<td>PN 231 H</td>
<td>2</td>
<td>1:3</td>
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</table>
PHILLIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
PRACTICAL NURSING PROGRAM

STANDARD II: Faculty and Staff

Table 2.4.2

Faculty Workload

September 2009
January 2010

<table>
<thead>
<tr>
<th>FACULTY MEMBER</th>
<th>STUDENT CONTACT HOURS FALL 09</th>
<th>STUDENT CONTACT HOURS SPRING 2010</th>
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<tbody>
<tr>
<td>Davis</td>
<td>78.3</td>
<td>406</td>
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<td>Johnston</td>
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<td>Moss</td>
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<td>McCullars</td>
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<td>McKewen</td>
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Table 2.4.3

Ratio of FT to PT Faculty

September 2009
January 2010

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<tr>
<th></th>
<th>FALL 2009</th>
<th>SPRING 2010</th>
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<tbody>
<tr>
<td>NUMBER OF FT FACULTY</td>
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</tr>
<tr>
<td>NUMBER OF PT FACULTY</td>
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<tr>
<td>RATIO OF FT TO PT</td>
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</table>
Phillips Community College of the University of Arkansas
Practical Nursing Program
2009-2010 Committee Assignments

Faculty Committee

Chair: Amy Hudson
Secretary: Shannon McKewen
Members: All PN Faculty

Curriculum Committee

Chair: Jeanne McCullars
Secretary: Shannon McKewen
Members: All PN Faculty

Allied Health Committees

Allied Health Infection

Chair: Amy Hudson
Secretary: Claude rector
Members: Jeanne McCullars
        Julie Pittman

Learning Resources

Chair: Geraldine Campbell
Secretary: Michele Steinbeck
Members: Brandy McGee
        Jennifer Saia
        Pamela Johnston
        Jeanne McCullars
        Shannon McKewen
Phillips County Advisory Committee

Chair: Amy Hudson
Secretary: LeAnne Marley
Members: Geraldine Campbell
Claude Rector
Jennifer Saia
Julie Pittman

Arkansas County Advisory Committee

Chair: Amy Hudson
Secretary: Jeanne McCullars
Members: Karri Mitchell
Shannon McKewen
Renee Moss
Claude Rector
## PN Committee Meetings

**PN Practical Nursing Program**

<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
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<tbody>
<tr>
<td>FACULTY</td>
<td>Tues, Fri 1:00 p.m. No Computer Lab Semester, Thurs 9:00 a.m.</td>
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</table>

**Allied Health Programs**

- ADN Associate Degree Nursing
- Practical Nursing Program
- Nursing Assistant Program
- Medical Lab Technology Program
- EMT Basic Emergency Medical Technician Program
- Radiology Program
- Allied Health Faculty

---

http://www.pecua.edu/alliedhealth/PN_committee_meetings.htm  
2/25/2010
Phillips Community College of the University of Arkansas
Practical Nursing Program
Support Staff
2009-2010

FT Administrative Assistant- HWH Campus

  Mrs. Amy Hudman
  40 hours/week
  Monday-Friday
  8:00 am to 4:30 pm

PT Clerical Support- DeWitt Campus

  Mrs. Tammy DeBerry
  20 hours/week
  Monday-Friday
  12:30 pm to 4:30 pm

PT College Work-Study

  Amanda Ross
  10 hours/week
  Monday- 2:30pm to 4:30pm
  Tuesday- 1:30 pm to 3:30 pm
  Wednesday- 2:30pm to 4:30pm
  Thursday- 1:30pm to 3:30 pm
  Friday- 2:30pm to 4:30pm
Application for Admission

Enrolling for: (Check One)  
Fall  Spring  Summer  Year to Enroll

Which Phillips College campus do you plan to attend?  
(Check all that apply)  DeWitt  Helena  Stuttgart

1. Social Security Number: ____________________________

2. Full Name:  
(Last Name)_________________________  (First Name)_________________________  (MI) __________________

3. Mailing Address:  
(Street Address)_________________________  (City)_________________________  (State)_________________________  (Zip)_________________________

(Home Phone)_________________________  (Work Phone)_________________________  (Cell Phone)_________________________

4. Date of Birth __________/________/________ (MM/DD/YY)

Place of Birth ____________________________  Age __________  
(City, State)

5. How long have you lived in Arkansas? __________ yrs. __________ mos.

6. How long have you lived in Phillips or Arkansas County? __________ yrs. __________ mos.

7. Race-Ethnic Category:  
-American Indian/Alaska Native  -Asian  -Hawaiian/Pacific Islander  -Black or African American  -Hispanic

8. International Students: If you are not a citizen of the United States, what is your country of citizenship? ____________________________  Visa Type: ____________________________

9. Sex:  
-Male  -Female

10. Have you previously attended PCCUA?  
-Yes  -No

If yes, please indicate the name under which you last attended:  
(Last Name)_________________________  (First Name)_________________________

11. Name of High School Attended: ____________________________

(City, State)  
(If current high school student, list grade level)_________________________

12. High School Graduation Date: __________/________/________ (MM/DD/YY)

13. If you are not a high school graduate and have passed the G.E.D. or hold an equivalency diploma, indicate:  
Date Issued: __________/________/________ (MM/DD/YY)

State Issued GED: ____________________________

14. Check highest educational level completed by:  
Mother:  
-high school  -some college  -2-year college degree  -4-year college degree

Father:  
-high school  -some college  -2-year college degree  -4-year college degree

15. List all the colleges & universities previously attended in order of attendance, including any attendance at PCCUA:  
Date Attended: __________  Institution: ____________________________  State: ____________________________

16. What will be your program of study while at PCCUA? ____________________________

17. Name of and address of parent or legal guardian. (Students 21 years of age or older are not required to give parent's name and address.)  
(Street Address)_________________________  (City, State, Zip)_________________________

18. Are you a single parent?  
-Yes  -No

19. Are you unemployed or not making enough to support yourself or family?  
-Yes  -No

20. Is English your primary language?  
-Yes  -No

21. Your e-mail address: ____________________________

22. Have you ever pled guilty to, nolo contendere to or been convicted of a felony?  
-Yes  -No  
If yes, explain: ____________________________

23. I hereby make application for admission to PCCUA and agree to abide by the regulations of the college while I am a student. I furthermore declare that the information on this application is complete and accurate.

24. Applicant's Signature: ____________________________

25. Date: __________/________/________ (MM/DD/YY)

*Used for Federal Reporting Only

Mail to:  
Phillips Community College  
OF THE UNIVERSITY OF ARKANSAS  
P.O. Box 785 Helena, AR 72342-0785
Which campus do you plan to attend?  [ ] DeWitt Campus  [ ] Helena-West Helena Campus
What type of admission are you applying for?  [ ] Regular  [ ] Re-entry  [ ] Transfer
Are you applying to more than one nursing program?  [ ] Yes  If yes, how many? [ ]
Indicate semester, year and level for which application is being made: _____________________________

Name: Last ___________________ First ___________________ Middle _______ Maiden _______________
Address: Street __________________ City __________________ State _______ Zip Code _______________
Phone: ______________________ E-mail: __________________ Fax: __________________ Cell Phone __________
Date of Birth: __________________ *Gender: M [ ] F [ ] Soc. Sec # ____________________________
*Single [ ] Married [ ] Widowed [ ] Number of Dependents ______ *Race: Caucasian [ ] Black [ ] Asian [ ] Hispanic [ ]
*Information noted with asterisks is used for statistical purposes only

High School: ___________________ Date of graduation: ___________________
GED: State Department of Education ____________________ Date Taken ______________________

List all colleges attended including PCCUA: (Use back of this form if necessary) Failure to report all colleges attended, including PCCUA, may result in immediate dismissal from the nursing program.

Name of college __________________ Location __________________ Dates attended _______ Credit hours and degree earned ______
Name of college __________________ Location __________________ Dates attended _______ Credit hours and degree earned ______

Have you written the ACT or the SAT?  [ ] No  [ ] Yes  If yes, which one? __________ Composite Score ______

Occupation _______________________

Are you a certified nursing assistant?  [ ] Yes  [ ] No  Name and location of CNA program: ____________________________
Date of completion: ________________ State of Certification: ________________ Certification Number: ________________

Have you ever been enrolled in any other nursing program?  [ ] Yes  [ ] No  If yes, what type of program?
LPN ____ ADN ____ Diploma ____ BSN _____ Name of program(s) attended ____________________________

Person to notify in case of emergency:

Name and Address ____________________________ Phone __________________

Will you need financial assistance?  [ ] Yes  [ ] No  If yes, have you applied?  [ ] Yes  [ ] No [ ]
Have you ever plead guilty to or been convicted of any crime?  [ ] Yes  [ ] No [ ]
Failure to accurately answer questions asked on this application may result in immediate dismissal from the program.

______________________________  _________________________
Signature                      Date

For official use only:
Date and time Received in DeWitt Nursing Department Office 
Revised SP10
Phillips Community College of the University of Arkansas
Practical Nursing Program
Readmission

See *PN Student Handbook*, pp. 17-19
READMISSION POLICY

The guidelines for readmission are as follows:

1. The number of unfilled spaces for each class is determined by availability of faculty and clinical facilities.

2. Students who apply for readmission are those who were previously enrolled in a nursing course, but failed to progress to the next level (W, EW, or failing grade).

3. Only one repetition per level is allowed.

4. Applications for readmission may be obtained from the PN Program Coordinator, DeWitt campus.

5. The completed application must be received in the office of the Practical Nursing Program on the DeWitt campus no later than May 14th to be considered for readmission to the fall semester or November 15th to be considered for readmission to the spring semester. Applications will only be accepted by mail and no late applications will be accepted.

6. Since a limited number of spaces may be available for readmission, the date and time of receipt in the nursing department on the DeWitt campus will be noted on each application.

7. Students applying for readmission will be ranked according to the following criteria and are admitted in a 3 to 1 ratio with applicants seeking alternate admission until either group or space available is exhausted. Remaining space(s) will be filled from the non-exhausted group.

<table>
<thead>
<tr>
<th>Priority Ranking</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Passed 3 of 4 required PN courses</td>
<td>Passed 5 of 6 required PN courses</td>
<td>Passed 1 of 2 required PN courses</td>
</tr>
<tr>
<td>Second</td>
<td>Passed 2 of 4 required PN courses</td>
<td>Passed 4 of 6 required PN courses</td>
<td>Passed none of the required PN courses</td>
</tr>
<tr>
<td>Third</td>
<td>Passed 1 of 4 required PN courses</td>
<td>Passed 3 of 6 required PN courses</td>
<td></td>
</tr>
<tr>
<td>Fourth</td>
<td>Passed none of the required PN courses</td>
<td>Passed 2 of 6 required PN courses</td>
<td></td>
</tr>
<tr>
<td>Fifth</td>
<td>Passed none of the required PN courses</td>
<td>Passed 1 of 6 required PN courses</td>
<td></td>
</tr>
<tr>
<td>Sixth</td>
<td>Passed none of the required PN courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. When two or more applicants have equal priority ranking, consideration will be given to the applicant with the highest number of quality points for PCCUA nursing courses taken prior to the level for which the applicant is seeking readmission.
9. A current health statement, proof of current immunizations and TB skin test, as well as a current AHA Healthcare Provider CPR card must be on file in the Department of Nursing on the DeWitt campus before an applicant is considered.

10. The Math Competency Exam is a prerequisite for readmission students. Exam times must be scheduled with the PN Program Coordinator and must be taken within three months of enrollment. A maximum of three (3) opportunities will be provided to score 90% or above on the exam. A basic calculator may be used. Any missed exam will be counted as a fail. **Applicants who fail to score a minimum of 90% on the Competency Exam will not be eligible for enrollment.**

11. Applicants will be notified of admission status at least one week before regular fall or spring registration.

12. Applicants who are not selected or who elect not to enroll must submit another readmission application and meet Math Competency Exam requirements to be considered for the next year.

13. Readmitted students must sign a learning contract before enrolling in nursing courses.

14. Readmitted students are ineligible for pre-registration and must register during regular registration.

15. Rare exceptions to the Readmission Policy can be made by the Faculty Committee.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Alternate Admission

See *PN Student Handbook*, pp. 16-17
ALTERNATE ADMISSION

The number of unfilled spaces for each class is determined by availability of faculty and clinical facilities.

Students may also enter the program by transferring from another practical nursing program or as re-entry as space allows.

- Re-entry students are those who successfully completed nursing courses, but separated from the program within the last three years.
- Transfer students are those who left another nursing program and are seeking to enroll with or without advanced placement in the PCCUA program.
  - Transfer students will not receive an application for admission to the Practical Nursing Program until the Practical Nursing Program Coordinator receives a letter of good standing from the Director/Chair/Dean from the program from which the student is transferring. Good standing is defined as being eligible for enrollment in the program from which the student is transferring.
  - Transfer students must contact the PN Program Coordinator to discuss placement in the program.

1. Applications may be obtained from the PN Program Coordinator on the DeWitt campus.

2. The completed application must be received in the office of the PN Program Coordinator on the DeWitt campus no later than May 14th to be considered for admission to the fall semester or November 15th to be considered for admission to the spring semester. Applications will only be accepted by mail and no late applications will be accepted.

3. Students applying for alternate admission are ranked according to the following criteria and are admitted in a 1 to 3 ratio with applicants seeking readmission until either group or space available is exhausted. Remaining space(s) will be filled from the non-exhausted group.
   - Qualified re-entry applicants will be ranked according to the total number of quality points earned in required nursing courses plus 6 points.
   - Qualified transfer applicants will be ranked according to the total number of quality points earned in PCCUA required nursing courses.

4. When two or more of the above applicants have an equal number of total points, applicants will be admitted according to the date and time the application was received in the nursing department office on the DeWitt campus.

5. Applicants who are not selected or who elect not to enroll must submit another application and meet Math Competency Exam requirements to be considered for the next year.

6. Rare exceptions to the Alternate Admission policy can be made by the Faculty Committee.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Progression

See *PN Student Handbook*, pp. 15-16
PROGRESSION

Guidelines for Progression in the Practical Nursing Curriculum:

Prerequisites
EH 113, English I
Current AHA Health Provider CPR certification

Courses required for enrollment in subsequent levels of the curriculum
First Level
Minimum grade of "C" in nursing courses in the last 3 years
PN 101
PN 102
PN 104
PN 112
Ninety percent (90%) proficiency on Math Competency Exam within the last 3 months

Second Level
Minimum grade of "C" in nursing courses in the last 3 years
PN 201
PN 214
PN 223
PN 203
PN 211
PN 224

Third Level
Minimum grade of "C" in nursing courses in the last 3 years
PN 215
PN 231

Graduation and application to write the NCLEX-PN
Minimum grade of "C" in nursing courses in the last 3 years
Minimum cumulative grade point average of 2.0

I. Required nursing theory and clinical courses must be taken in the sequence specified in the Practical Nursing Program curricular pattern. Failure in a nursing course makes the student ineligible to progress until the course is successfully completed. In addition, once a student enrolls in a PN course for credit, the student does not have the option to withdrawal from the course and request course substitution. For example, once a student enrolls in PN 104 for credit, the students may not use BY 154 and 164 as a substitution for PN 104.
II. Students admitted for the first time to Level I of the Practical Nursing program are allowed a maximum of two readmissions to the program. No required nursing course may be repeated more than one time. Students enrolled in Level III of the PN program in the fall of 2007, will continue to abide by the policy published in the 2007-2008 PN Student Handbook.

III. Once admitted to the nursing program, students must complete the required curricular pattern within 150% of the time (5 semesters).

IV. Theory and clinical nursing courses in each level are co-requisites. A student who withdraws, fails, or is dropped from one course must withdraw from the other(s).

V. Clinical nursing courses may NOT be audited. All other nursing courses may be audited with permission from the Dean of Allied Health or PN Program Coordinator.

VI. Students must maintain a current Healthcare Provider CPR certification throughout Levels I, II, and III.

VII. A minimum grade of “C” is mandatory in required nursing courses.

VIII. Students must meet the Math Competency Exam requirements to progress to Level II.

IX. Students enrolled in the nursing program must be familiar with all policies in the current College Catalog, student handbooks, and web. The College Catalog and Student Handbook are available in the Registrar’s office. The Department of Nursing supplies the Practical Nursing Student Handbook upon enrollment and at the beginning of each academic year.

X. Rare exceptions to the Progression Policy can be considered by the Faculty Committee.
Phillips Community College of the University of Arkansas
Practical Nursing Program
Graduation

See PN Student Handbook, p. 64
GRADUATION REQUIREMENTS

To graduate from the Practical Nursing Program, the student must meet the following criteria:

- Complete a minimum of 54 semester hours of acceptable credit toward the Technical Certificate in Practical Nursing.
- Maintain a cumulative GPA of 2.0 or above.
- File an application for graduation with the Vice Chancellor for Instruction.
- Fulfill financial obligations to the College.

APPLICATION FOR GRADUATION

To apply for graduation, the student must complete the following process:

- Complete an application for graduation during the first week of Level III.
- Submit the completed application to the Practical Nursing Coordinator. Completed applications will be reviewed by the Dean of Allied Health and ultimately forwarded to the Vice Chancellor for Instruction.
STUDENT SERVICES

Information concerning the following services is found in the College Catalog:

- Student Advisory System
- Counseling and Guidance
- Career Services
- Student Support Services (SSS)
- Title III
- Arkansas Career Pathways
- Veterans
- Student Activities and Organizations
- Federal and State Financial Aid Programs
- Scholarships

CAMPUS RESOURCES HELENA-WEST HELENA CAMPUS

I am going to be ABSENT from class for a while.
Inform your instructor.

I want to ADD or DROP a course.
See your advisor.

My ADDRESS has changed.
Admissions office in the Administration Building

I would like ADVICE on courses offered.
Advisement Center in the Bonner Student Center

Someone needs an AMBULANCE!
Switchboard operator, dial 0 to contact security.

I need an APPLICATION FOR ADMISSION.
Admissions Office in the Administration Building or the Advisement Center in the Bonner Student Center

My BILL from the College is incorrect.
Business Office in the Administration Building

I want to buy BOOKS and SUPPLIES.
The bookstore located in the Bonner Student Center.

How will I know if CLASSES have been CANCELED due to an emergency or bad weather?
The college will remain open as scheduled whenever possible. Should weather conditions necessitate class cancellations, students will be notified by announcements over local television and radio stations.
My CAR will not start in the parking lot. Who can help?
Switchboard operator; dial 0 to contact security.

I want to know more about CAREER OPPORTUNITIES.
Contact Career Services and Enrollment Management in the Advisement Center located in the Bonner Student Center.

I want to CHANGE MAJORS.
Advisement Center in the Bonner Student Center

Where may I obtain a current COLLEGE CATALOG?
Admissions and Records Office in the Administration Building or
Advisement Center in the Bonner Student Center

Who at the college would assist in planning an educational conference or public COMMUNITY FORUM?
Facilities Coordinator in the Fine Arts Building

I have a COMPLAINT. Where do I go for action?
Follow grievance guidelines

I would like some personal COUNSELING.
Advisement Center in the Bonner Student Center

I need information on a DEGREE at PCCUA.
Advisement Center in the Bonner Student Center

I would like to make a DONATION and/or set up a MEMORIAL GIFT through the college.
Chancellor’s office in the Administration Building

I would like a DRAMATIC PROGRAM for my class or club.
Mr. Kirk Whiteside in the Fine Arts Building

I want to do EDUCATIONAL PLANNING.
Career Services and Enrollment Management in the Advisement Center

Where do I pay my FEES?
Business office in the Administration Building

I want information on FINANCIAL AID.
Financial aid office in the Bonner Student Center

I need a GRADE CHANGE.
See your instructor.

I need to apply for GRADUATION.
See your advisor.
When does the semester begin, and on which **HOLIDAYS** does the college close?
Check the academic calendar in the PCCUA catalog.

I want to find an **INSTRUCTOR’S OFFICE**.
Call the switchboard operator, dial 0, or check with the Advisement Center in the Bonner Student Center.

I want to participate in **INTRAMURAL**s.
Physical Conditioning in the Gym.

I need to find a part-time or full-time **JOB**.
Career Services and Enrollment Management, Advisement Center in the Bonner Student Center.

My **NAME** has changed.
The secretary on the Helena-West Helena campus for the Division of Allied Health
Notify Admissions Office in the Administration Building.

May I submit an article or advertisement to the **NEWSPAPER**?
Contact the Marketing and Publicity Department in the Administration Building.

I want a community education course brought **OFF CAMPUS** to my local community.
Contact the Director of Continuing Education, Administration Building.

How do I find individual **OFFICE PHONE NUMBERS** at the college?
Call the operator. Dial 0 from a campus phone; dial 338-6474 from off campus.

I need to pay a **PARKING TICKET**.
Business Office in the Administration Building.

What is the main **PHONE NUMBER** for the campus?
Helena-West Helena campus, 870-338-6474; DeWitt campus, 870-946-3506; Stuttgart, 870-673-4201.

I would like information about **REGISTRATION**.
Admissions and Records Office in the Administration Building, or Advisement Center in the Bonner Student Center.

I want to apply for a **SCHOLARSHIP**.
College Relations Department in the Administration Building.

I want to improve my **STUDY SKILLS** and **READ FASTER**.
Academic Skills Department in the Arts and Sciences Building.

I want **TRANSFER INFORMATION**.
Contact the Dean of Arts and Sciences in the C Building or Dean of Allied Health.

I need a **TUTOR**.
Call Student Support Services, Arts and Sciences Building.

I want to apply for **VETERAN’S GI BENEFITS**.
Vice Chancellor for Student Services and Registrar in the Administration Building

**CAMPUS RESOURCES – DEWITT CAMPUS**

I am going to be **ABSENT** from class.
Inform your instructor.

I want to **ADD** or **DROP** a course.
See your advisor.

My **ADDRESS** has changed.
Contact the Business Office and the Financial Aid Office

I would like **ADVICE** on courses offered.
See your advisor:
- Business – College Advisor
- Computers/Networking – College Advisor
- Early Childhood Education – Joyce Hargrove or College Advisor
- General Education – Susan Coit or College Advisor
- Nursing – Amy Hudson or Shelby Wheeler (ADN)
- Welding – College Advisor
- Undecided – College Advisor

Someone needs an **AMBULANCE!**
Switchboard operator - dial 1600.

I need an **APPLICATION FOR ADMISSIONS**.
Contact the Business Office or the Admissions Office

My **BILL** from the college is incorrect.
Contact the Business Office

I want to buy **BOOKS** and **SUPPLIES**.
The bookstore is located across the hall from the computer labs in room N106. If there is no one in the bookstore or if you have considerable trouble getting service, please notify the attendant at the front desk, ext. 1600.

How will I know if classes have been **CANCELED** due to an emergency or bad weather?
The college will remain open as scheduled whenever possible. Should weather conditions necessitate class cancellations, students will be notified by announcements over local television and radio stations.

My **CAR** will not start in the parking lot. Who can help?
Switchboard operator, dial 1600 (front desk).
I want to know more about **CAREER OPPORTUNITIES**.
Contact Student Services

I want to **CHANGE MAJORS**.
See your advisor

Where may I obtain a current **COLLEGE CATALOG**?
Business Office or the Admissions Office

Who at the college would assist in planning an educational conference or public **COMMUNITY FORUM**?
Contact Community Outreach Coordinator

I have a **COMPLAINT**. Where do I go for action?
Contact Carolyn Turner, Vice Chancellor

I need information on a **DEGREE** at PCCUA.
Contact your advisor

I would like to make a **DONATION** and/or set up a **MEMORIAL GIFT** through the college.
Contact the Chancellor’s Office

I want to do **EDUCATIONAL PLANNING**.
Contact Student Services or your advisor.

Where do I pay my **FEES**?
Contact the Business Office

I want information on **FINANCIAL AID**.
Contact Student Services

I need a **GRADE CHANGE**.
See your instructor.

I need to apply for **GRADUATION**.
See your advisor.

When does the semester begin, and on which **HOLIDAYS** does the college close?
Check the academic calendar in the PCCUA catalog.

I want to find an **INSTRUCTOR’S OFFICE**.
Check with the Business Office or the Switchboard Operator

I need to find a part-time or full-time **JOB**.
Contact Student Services
My **NAME** has changed.
   Notify the Business Office

How do I find individual **OFFICE PHONE NUMBERS** at the college?
   Call 946-3506 ext. 1600 (front desk).

What is the main **PHONE NUMBER** for the campus?
   DeWitt, (870) 946-3506; Helena-West Helena, (870) 338-6474 or 1-800-865-6474;
   Stuttgart, (870) 673-4201

I would like some information about **REGISTRATION**.
   Contact the Business Office

I want to apply for a **SCHOLARSHIP**.
   Contact College Relations Department

I want to improve my **STUDY SKILLS** and **READ FASTER**.
   Contact the College Advisor, Assisted Learning Coordinator, or Student Services

I need a **TUTOR**.
   Contact College Advisor, Assisted Learning Coordinator, or Student Services
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/22/10</td>
<td>4:00 pm</td>
<td>Nsg. Ch. 3</td>
</tr>
<tr>
<td>1/29/10</td>
<td>4:00 pm</td>
<td>Nsg. Ch. 11, Nutrition Ch. 20</td>
</tr>
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<td>Nsg. Ch 5, Nutrition Ch. 18, Nutrition Ch. 17 &amp; 22</td>
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<td>Nsg. Ch. 4</td>
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<td>12:00 pm</td>
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<td>3:30 pm</td>
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<tr>
<td>4/16/10</td>
<td>3:30 pm</td>
<td>Nsg. Ch. 16 &amp; 17</td>
</tr>
</tbody>
</table>
MEDICAL TREATMENT

As a nonresident school, PCCUA expects students to secure medical services through a private physician. Any student who is ill, becomes ill, or is injured and needs immediate medical attention should take appropriate action such as:

- Call parent, spouse, or friend and leave the campus.
- Call a physician.
- If incapacitated and immediate evacuation is deemed necessary, the college will refer the student to the nearest healthcare agency for emergency care. (NOTE: The costs of such emergency care including ambulance charges are the full responsibility of the student).
- In an emergency situation, an employee should call the switchboard operator on the Helena-West Helena campus or the Campus Administrator on the DeWitt campus and give the following information:
  - The location
  - Nature of the accident/injury
  - State of consciousness
  - Need for emergency medical service.
- The switchboard operator or Campus Administrator will call 911 and dispatch security to the emergency site.
- The employee should remain on site until campus security arrives and provide information as necessary for an accident report.
- Accident reports will be submitted to the Vice Chancellor for Student Services and Finance within 24 hours.
HEALTH INSURANCE

Phillips Community College of the University of Arkansas does not provide insurance for its students. The College does encourage each student to secure his/her own insurance, and for that reason, the College has contacted United States Healthcare Student Resources. Forms for this insurance are available in the Registrar’s office.
The admissions policy utilized by Phillips Community College cannot be successful without a sound program of student development.

The majority of the students entering will need assistance, and the support services will become a major factor in inspiring them to achieve their goals. Interviews with an advisor are of extreme importance because this may be the first introduction to college and/or the most extensive self-assessment the student has ever made.

Every student has the right to be an individual. This means that Phillips Community College will provide not only fundamental needs, but also opportunities for self-exploration, experimentation and examination. Our major categories of service are (1) admissions, (2) academic advisement, (3) counseling, (4) student-aid, (5) registration and records, (6) student activities, and (7) placement. Through these services, we hope to reach as many people as possible and make the year or years at Phillips Community College an experience of growth toward a fulfilled individual.

Objectives of Student Services:
(a) To provide information, exploration and admissions counseling by which students may move into an appropriate curriculum.

(b) To implement the advisor system and provide additional individual counseling opportunities on a referral basis.

(c) To coordinate a comprehensive program of student activities and services.

(d) To provide tests and other data regarding student characteristics.

(e) To offer placement services to occupational students.

Student Success Services
Student Success Services will help you build the characteristics of a successful student and provide you with campus resources such as:

- Tutoring
- Early Alert
- Assistance with Study Skills and Time Management
- Support and mentoring programs
- Excessive absence
- Academic and Financial Probation
- Acts as a liaison between students and faculty when student is identified as high risk
- Referrals for Community Resources such as: Housing, counseling, childcare, transportation

An academic advisor will be assigned to the student prior to registration. The advisor is usually a faculty member in the academic area most closely related to the student's proposed major. The advisor will assist the student in choosing the appropriate courses prior to registration each semester. In addition, the faculty advisor will give the student information of a general as well as specific nature concerning referrals, financial aid, testing, etc.

While the student advisory system has much merit, there are specialized skills not usually within the framework of the typical student-instructor relationship.

Advising
Phillips Community College provides the services of professionally trained advising to all students. The purpose of this service is to provide assistance with both academic and personal concerns involving the student's tenure at this institution. Some of these concerns are immediate to the student and can be solved in one advising session while others are of a more serious nature and will require the administration and interpretation of tests and counseling sessions over a longer period of time.

Some of the specific types of services rendered by advising are:

- Advising—An individual confidential conference for the purpose of discussing educational, vocational, and personal achievements.

- Analysis—Interpretation of test data concerning scholastic ability, vocational interest, vocational aptitude and personality characteristics.

- Information—Discussion of career choices, additional educational opportunities, orientation and study habits.

- Other Services—Placement for senior college transfer students, follow-up for college transfer students, individual inventory and coordination with other student personnel services.

Career Services
Individual counseling sessions are available to help students make choices about their future by providing occupational information to students who are undecided about their career goals.

Career services include:
- help in identifying interests and skills
- information on careers
- personalized career counseling
- multi-media resources/lending library of career related books
- job-seeking skills workshops
- assistance with full and part-time job placement

Students interested in these services should contact the following:
DeWitt campus: Student Services/Financial Aid Coordinator
If accepted into the Student Support Services program, the student will be expected to participate in program activities, meet with the SSS staff regularly, and attend scheduled tutoring sessions.

Veterans
Phillips Community College maintains an office of Veterans Affairs for assisting veterans and eligible veterans' dependents in the pursuit of educational programs at the institution. Students needing assistance in applying for educational benefits and payments should contact Lynn Boone, Vice Chancellor for Student Services, in Helena-West Helena.

Student Activities & Organizations
Student activities are considered a vital part of institutional life. They are conducted under the supervision of the Vice Chancellor for Student Services.

Arkansas Licensed Practical Nurses Association (ALPNA)
For nursing students, this organization sponsors blood drives, blood pressure checks, and booths at the Nurses Association Convention. For more information, contact the PN Program Coordinator in the Nursing Department on the DeWitt campus.

Baptist Collegiate Ministry
Baptist Collegiate Ministry is a group of students that meets for religious growth. It meets weekly on the Helena-West Helena campus.

Book Club
The PCCUA Book Club meets weekly on the Helena-West Helena campus to discuss the students' book of choice for that semester. Also, students engage in fund raising activities (Relay for Life), present programs for Black History Month and other occasions, attend plays in Memphis at the Orpheum Theater, and assist with campus events. Sponsor is Effie Parham, Co-sponsor is Wanda Williams.

Intramural Activities
The intramural activities program provides an opportunity for students to participate in supervised, competitive activities between groups within the Helena-West Helena campus community. Activities include basketball, badminton, golf, ping pong, shuffleboard, spades, tennis, and volleyball.

National Student Nurses Association (NSNA)
The student nurses' association provides leadership opportunities for members. The student is strongly encouraged to be an active member of this organization and to participate in other school activities.

Pathfinders
Pathfinders is a group of students that meet on the DeWitt Campus for religious growth. It meets weekly in the Community Room.

PCCUA College Republicans (Helena-West Helena & DeWitt Campuses)
College Republicans is an organization that provides students with an opportunity to discuss and promote the values of the Republican Party. Students work on service projects, elections, and provide programming that educates the student body on current issues from a Republican perspective. This organization is currently available on the Helena-West Helena and DeWitt campuses.

PCCUA Young Democrats
Young Democrats is an organization that provides students with an opportunity to discuss and promote the values of the Democratic Party. Students work on service projects, elections, and
PHILLIPS COMMUNITY COLLEGE
ADMINISTRATIVE PROCEDURE

Administrative Procedure: 405.01

Subject: Classroom Discipline and Student Conduct

Applicable Board Policy: 405

Date Adopted: 8/89  Revised: 12/03, 5/05, 8/09

DISCIPLINE POLICY SCOPE

PCCUA has a standard of conduct that will be enforced at all times. Unacceptable behaviors are identified in the PCCUA Student Handbook and posted on the PCCUA Student Menu on-line. In order to sustain an environment that promotes responsibility, cooperation, respect, and learning, any PCCUA employee is expected to correct inappropriate conduct anywhere on College property at any time.

DISCIPLINE

Respect for other students’ right to learn and an instructor’s right to teach, is imperative. Further, if a student’s behavior is disruptive, an instructor has the right and obligation to make the student correct the behavior. An instructor can direct a student to leave the classroom. A student removed from the classroom, may not return without meeting with the Vice Chancellor for Student Services or the campus Vice Chancellor in Stuttgart or DeWitt (or official designee). This contact must be within thirty-six (36) hours after the incident. In certain cases when a student has not been dismissed from the classroom, but the behavior is seriously offensive, the instructor may have to request that the Vice Chancellor for Student Services or Campus Vice Chancellor in Stuttgart or DeWitt intervene. Any discipline problem which cannot be resolved, may result in the student being suspended (temporary dismissal) or even expelled (permanent dismissal) from the class or the College depending on the nature of the offense.

CLASSROOM OFFENSES

These offenses disrupt instruction. Usually, Informal Resolution eliminates the problem. Persistence of this behavior can result in a Formal Resolution.

Talking during the lecture or activity
Using cell phones
Use of loud or profane language
Disrespectful language toward the instructor or guest
Disrespectful language toward another student
Constant arguing or disagreeing with the instructor, student, or guest
Loud, inappropriate laughing or screaming
Touching inappropriately (self or others)
Any intentional behavior that disrupts the ongoing instruction in the classroom
Dishonesty and Cheating - due process for dishonesty and cheating which affects a final grade follows the academic appeal due process guidelines set forth in PCCUA Board Policy 404 and Administrative Procedure 404.06
ADMINISTRATIVE PROCEDURE 405.01 (continued)

CAMPUS DISCIPLINE

If the student’s behavior is outside the boundary of the classroom, it is the responsibility of PCCUA employees to correct inappropriate behavior or refer the situation to the Vice Chancellor for Student Services or the campus Vice Chancellor in Stuttgart or DeWitt (or appointed designee).

PROCESS FOR HANDLING DISCIPLINE OFFENSES

Instructors have several choices for dealing with disruptive students. Disruptive behavior interferes with others’ right to learn and the instructor’s right to teach. The following steps should be followed when dealing with disruptive students in an informal way. It is always best to talk to a student before taking formal action.

All instructors should share expected behaviors on the first day of class and identify unacceptable behaviors to the students.

CLASSROOM DISCIPLINE

Three stages of handling disruptive but less serious classroom behaviors.

Stage 1: First warning for an offense

A student at this stage becomes disruptive or behaved inappropriately. The student is warned that the behavior is unacceptable. The faculty member completes a Student Discipline Form which is sent to the Vice Chancellor for Student Services or the Campus Vice Chancellor in DeWitt or Stuttgart. Notification will be made to the division dean.

Sometimes within one class session, a student’s persistent and interruptive behavior may result in the faculty member’s asking a student to leave. The faculty member completes a Student Discipline Form which is sent to the Vice Chancellor for Student Services or the Campus Vice Chancellor in DeWitt or Stuttgart. Notification will be made to the division dean.

It is understood that there may be situations where a student signature will not be on the Student Discipline Form. The form may be sent directly to the Vice Chancellor for Student Services or the Campus Vice Chancellor in DeWitt or Stuttgart.

Stage 2: Second warning for an offense

A student at this stage has not changed the disruptive or inappropriate behavior. The student receives a second warning. The faculty member completes a Student Discipline Form which is sent to the Vice Chancellor for Student Services or the Campus Vice Chancellor in DeWitt or Stuttgart. Notification will be made to the division dean.

The second warning should also include a talk with the student explaining why the behavior is unacceptable.

Stage 3: Third offense (no warning, action taken)

A student at this stage has failed to correct the behavior. This third and final offense results in the faculty member’s asking the student to leave the class. The faculty member completes a Student Discipline Form which is sent to the Vice Chancellor for Student Services or the Campus Vice Chancellor in DeWitt and Stuttgart. Notification will be made to the division dean.
Clemency Clause
A student who is expelled may be allowed to return after waiting a minimum of five years. A student seeking readmission is required to file a Disciplinary Appeal. Readmission may or may not be granted by the Student Relations Committee.

Violations Which May Result in Immediate Suspension or Expulsion
Possession of an illegal substance
Violence or threat of violence toward others
Violence or threat of violence toward the College
Violence or threat of violence toward one’s self
Possession of weapons
Other Criminal Behavior

STUDENT DUE PROCESS STEPS FOR DISCIPLINARY ACTION

When a student is involved in an incident which may necessitate disciplinary action, the student has an opportunity to appeal the charges through an appeal process. There are four steps to an appeal process.

Step 1
Student notifies the Vice Chancellor for Student Services that he/she would like to file an appeal for a disciplinary decision. In DeWitt and Stuttgart the campus Vice Chancellor’s will be notified and she/he will notify the Vice Chancellor for Student Services. The appeal must be filed within twenty-four (24) hours after the disciplinary action to be appealed.

Step 2
Within two (2) days the student is notified in writing (e-mail) of the exact time and date of the appeal meeting and the witnesses who will be present. The student may bring an advisor or a witness.

Step 3
The appeal is heard by the Student Relations Committee. The student may question or confront the witness(es). The College employee making the charge may also question the student.

Step 4
The Student Relations Committee makes a decision. The student is immediately notified in writing of that decision. A record of the proceedings will be filed in the Vice Chancellor for Student Services’ Office. A permanent copy of the appeal will be placed in the student’s file.
PHILIPS COMMUNITY COLLEGE OF THE UNIVERSITY OF ARKANSAS
STUDENT DISCIPLINE FORM

The Student Discipline Form is to be filed in the Vice Chancellor of Student Services Office within 4 hours of the incident.

Date: __________________________ Student's Name: __________________________

Student's ID #: __________________________ Campus: DeWitt _____ Helena _____ Stuttgart _____

Witnesses: ________________________________________________________________

It is not always possible to have a witness to an incident this is not required to file a disciplinary form.

Brief description of incident: __________________________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________

Signature of Student: __________________________ Signature is not an admission of guilt

Instructor can forward form without student signature

Signature of Instructor/Reporter of Incident: __________________________

Check all that apply:

Classroom Offenses - These offenses can disrupt instruction but usually, Informal Resolution eliminates the problem. Persistence of this behavior can result in a Formal Resolution, especially, if the behavior is exceptionally disruptive.

_____ Talking during the lecture or activity
_____ Leaving on or using cell phone in the classroom
_____ Using loud or profane language
_____ Using disrespectful language toward the instructor or guest
_____ Arguing or disagreeing constantly with the instructor, student, or classroom guest
_____ Laughing or screaming inappropriately
_____ Touching inappropriately self or others
_____ Annoying, intentional, unusual and persistent disruptive behavior
_____ Disrupting the ongoing instruction
_____ Cheating and dishonesty
_____ Other - Please describe: ___________________________________________________

Stealing

Very Serious Offenses

_____ Consumed alcohol including being drunk and/or disorderly conduct
_____ Using, distributing, or selling alcohol or drugs
_____ Possession of a weapon including but not limited to, a hand gun
_____ Loud, abusive, or obscene language
_____ Destructive behaviors toward property or individuals
_____ Indecent exposure, illicit sexual relations, perversions
_____ Misuse of college documents or records
_____ Abusive behavior toward an instructor, student, or PCCUA employee, includes physical abuse, verbal abuse, threats, assaults
_____ Unauthorized people on campus
_____ Inappropriate touching of self or others
_____ Stalking (persistence contacting another person without consent)
_____ Terrorist type threats
_____ Any action which endangers self or others
_____ Technology and Computer Violations
_____ Fire and Safety Endangerment
_____ Dishonesty and Cheating outside the classroom
_____ Other - Please describe: __________________________________________________

Expulsion from Institution

_____ Other

Date Received by VC for Student Services: __________________________

Incident addressed by:

_____ Instructor
_____ Dean
_____ Student Relations Committee
_____ Campus Vice Chancellor
_____ V C for Student Services
_____ Other

Copies sent to:

_____ Instructor
_____ Dean
_____ Student Relations Comm
_____ Campus Vice Chancellor
_____ V C for Student Services
_____ Other

Action Taken:

_____ 1st Warning for Offense
_____ 2nd Warning for Offense
_____ 3rd Action Taken for Offense
_____ Very Serious Offense (immediate action taken)

_____ Probation for _______ (length of time)
_____ Suspension for _______ (length of time)

This form is to be filed in the Office of the Vice Chancellor of Student Services. Copies of this document will go to instructor, dean, and campus Vice Chancellor in DeWitt or Stuttgart.

Date filed: __________________________

All disciplinary forms identifying outcomes will be placed in a student’s file with a copy sent to the employee who requested the disciplinary action.
STUDENT REPRESENTATION ON FACULTY COMMITTEES

1. Each class will elect student representatives from each campus to serve on the Nursing Curriculum Committee before midterm of Level I.
2. In the event an elected student representative withdraws from the program or declines further service, a new election will be held to fill the vacated slot.
3. The student representatives will serve as liaisons between the committee and the student body.
4. The committee chair will notify student representatives of meeting times and place at the beginning of each semester and as additional meetings are scheduled.
5. Student representatives are encouraged and expected to contribute to the work of the committee.
6. Bringing student concerns before the committee:
   - Proper lines of communication must be followed before bringing complaints or concerns to the committee.
   - Item of business must come from the class.
   - Student representative must contact the chair of the committee at least three (3) working days before the meeting.
   - Item of business must be added to the agenda before it can be addressed.
7. Students will not attend closed sessions that involve confidential information concerning the department or other students.
8. Attendance at all meetings is essential.
**Associate Degree Nursing Program**

The Associate Degree Nursing (ADN) Program is approved by the Arkansas State Board of Nursing and accredited by the National League for Nursing Accrediting Commission (NLNAC).

Program Graduates are eligible to submit an application to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Applicants should be aware that violation of any federal, state, or local drug law or conviction of a crime may preclude licensure as a registered nurse.

The Arkansas State Board of Nursing requires a state and federal criminal background check before processing an application for initial licensure. Clinical facilities also may require a criminal background check and/or substance abuse test as a condition of clinical practice in the respective facility.

**Required Courses for ADN Program**

**Prerequisites to Level I**
- Anatomy and Physiology I
- Anatomy and Physiology II
- Microbiology
- College Algebra

**Level I**
- Freshman English I
- General Psychology
- Nursing Process: Assessment
- Foundations in Nursing

**Level II**
- Freshman English II
- Normal Nutrition
- Nursing Process: Planning
- Concepts and Principals of Supportive Nursing Care

**Summer Session**
- Computer Technology Elective

**Level III**
- Fundamentals of Sociology
- Nursing Process: Implementation
- Concepts and Principles of Restorative Nursing Care
- Concepts of Client Care Management

**Level IV**
- Nursing Process: Evaluation
- Concepts and Principles of Preventive Nursing Care

**Non-Required Electives**
- Dosage Calculations for Nurses
- Pharmacology for Nurses
- Clinical Case Studies I
- Clinical Case Studies II

**Practical Nursing Program**

The Arkansas State Board of Nursing approves the Practical Nursing Program.

Graduates are eligible to submit an application to write the National Council Licensure Examination for Practical Nurses (NCLEX-PN).

Applicants should be aware that violation of any federal, state, or local drug law or conviction of a crime might preclude licensure as a practical nurse.

The Arkansas State Board of Nursing requires a state and federal criminal background check before processing an application for initial licensure. Clinical facilities also may require a criminal background check and/or substance abuse test as a condition of clinical practice in the respective facility.
PN Program Information

The Practical Nursing Program is designed to prepare qualified individuals to perform functions which are recognized as being within the scope of practice for nurses. Experience is not required.

Graduates are eligible to submit an application to write the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Applicants should be aware that violation of any federal, state, or local laws might preclude licensure as a practical nurse. The Arkansas State Board of Nursing requires a background check before processing an application for initial licensure. A background check and/or substance abuse test is a condition of clinical placement.

Approval

The Practical Nursing (PN) Program is approved by:

Arkansas Board of Nursing (ASBN)
University Tower Building, Suite 800
1123 S. University Avenue
Little Rock, AR 72204-1519
Phone: (501) 686-2700
Fax: (501) 686-2714
www.arsbn.org

State Board approval has been ongoing, with the most recent approval in 2023.

Testing

HESI Exit Exam

A passing score on the HESI Exit Exam is required for successful completion of PN 215. Students who do not meet the established standard will receive a grade of “F” for PN 215. The cost of all exam retakes is the responsibility of the student. Every missed exam will count as a fail. Students should not schedule an employment orientation and/or employment until successfully completed as outlined below:

1. The first exam is scheduled at the end of Level III for all students who are passing PN 215 at the end of the second semester. PN 215 pending the results of the HESI Exit Exam. Students who do not achieve 900 or above on the HESI Exit Exam must retake the exam. Prior to the retake, students should utilize NCLEX-PN review materials for remediation.

2. The second exam is scheduled four (4) weeks after the first exam. Students who do not achieve a score of 900 must retake the exam. A third HESI Exit Exam is required if the student does not achieve 900 on the second exam. The third HESI Exit Exam will NOT be offered again until the completion of an NCLEX-PN review course.
3. The third exam is scheduled four (4) weeks after the second exam. Students who do not achieve a score of 900 on the third HESI Exit Exam will receive a grade of "F" in PN 215. Students who fail PN 215 are considered for reentry into PN 215 according to readmission policy.

**NLN Achievement and HESI Specialty Tests**

Each student takes National League for Nursing Achievement and HESI Specialty Tests at specified times across the NCLEX-PN enhance student learning in two ways:

1. Test results allow students to evaluate their knowledge compared to other students across the count
2. Repetitive testing enhances student’s test-taking skills.

**Program Effectiveness**

**NCLEX-PN Pass Rates on the First Write**

Results for past years and/or classes are as follows:

<table>
<thead>
<tr>
<th>Class</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class of 2008</td>
<td>100% with 13 of 14 writing</td>
</tr>
<tr>
<td>Class of 2007</td>
<td>100%</td>
</tr>
<tr>
<td>Class of 2005</td>
<td>100%</td>
</tr>
<tr>
<td>Class of 2004</td>
<td>91%</td>
</tr>
<tr>
<td>Class of 2002</td>
<td>100%</td>
</tr>
<tr>
<td>2001:</td>
<td>No eligible candidates</td>
</tr>
<tr>
<td>2000:</td>
<td>100%</td>
</tr>
<tr>
<td>1999:</td>
<td>71.4%</td>
</tr>
</tbody>
</table>

**Job Placement: Rates and Patterns of Employment**

One hundred percent (100%) of 2008 graduates seeking employment in a nursing position in December 2008 were (100%) of these were employed in acute- or long-term healthcare facilities at the time of graduation.

**Employer and Graduate Satisfaction**

Graduates and employers are surveyed six months following graduation. Graduates consistently express satisfaction with positions, and employers consistently express satisfaction with PCCUA graduates.

**Percentage of Graduates Achieving Program Established Benchmarks for Student Learning Outcomes**

<table>
<thead>
<tr>
<th>Graduates</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Role</td>
<td>100%</td>
</tr>
<tr>
<td>Communication</td>
<td>100%</td>
</tr>
<tr>
<td>Nursing Process/Needs</td>
<td>100%</td>
</tr>
<tr>
<td>Health</td>
<td>100%</td>
</tr>
<tr>
<td>Stress</td>
<td>100%</td>
</tr>
<tr>
<td>Critical Thinking</td>
<td>100%</td>
</tr>
<tr>
<td>Cultural Awareness</td>
<td>100%</td>
</tr>
<tr>
<td>Development/Client</td>
<td>100%</td>
</tr>
<tr>
<td>Core Knowledge</td>
<td>100%</td>
</tr>
</tbody>
</table>
PN Program Information

Admission Cohorts  Mean HESI EXIT-PN Scores
Fall  2007  957
Spring  2006  960
Fall  2004  966

College Completion Rates
For more than the past five years, the college completion rate for graduates seeking a Technical Certificate has been

PN Program Completion Rates as of July 2009.

<table>
<thead>
<tr>
<th>Admission Cohort</th>
<th>Completion Rate</th>
<th>Final Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2007</td>
<td>35%</td>
<td>2010</td>
</tr>
<tr>
<td>Spring 2006</td>
<td>33%</td>
<td>2009</td>
</tr>
<tr>
<td>Fall 2004</td>
<td>29%</td>
<td>2008</td>
</tr>
<tr>
<td>Spring 2003</td>
<td>41%</td>
<td>2006</td>
</tr>
</tbody>
</table>

Disability Policy
Students admitted to the Associate Degree or Practical Nursing Program are faced with physical and mental demands of the program. The National Council of State Boards of Nursing (NCSBN) has identified essential core activities/attributes in these Essential Functions listed below. Please refer to the attached NCSBN document for examples of specific nursing Functions. This list does not encompass all behaviors required for nursing, but serves as a sampling of abilities needed to meet professional standards.

Essential Functions in General Terms

- Ability to see, hear, touch, smell, and distinguish colors.
- Oral and written ability with accuracy, clarity, and efficiency.
- Manual dexterity, gross and fine motor movement.
- Ability to learn, think critically, analyze, assess, solve problems, and make sound judgments.
- Emotional stability and ability to accept responsibility and accountability.
- Physical mobility, strength, and endurance.
- Ability to read and compute.

Disclosure
Self-disclosure is required at least two weeks prior to enrollment in each semester of the nursing program if the student requests accommodation. Written documentation of the disability must be sent to a Professional Advisor on the student's request.

Request for Reasonable Accommodation
Medical documentation from providers such as a certified/licensed physician, psychologist, psychometrist, audiologist, physical or occupational therapist must be submitted to a Professional Advisor. Documentation must reflect the major life activity affected by the disability. Diagnostic information must include specific recommendations for obtaining professional documentation and is the sole responsibility of the student.

Arrangements for Reasonable Accommodation
PN Program Information

Once eligibility is verified, a Professional Advisor will meet with the student in order to attempt to identify an appropriate accommodation and agree upon, the Director, with the student's written permission, will notify the student's instructor of class, it is the student's responsibility to discuss details about any specific classroom/clinical needs directly with the accommodation will be provided providing such accommodation does not alter the fundamental nature of the nursing and safety of others, or cause undue hardship on the college or affiliated clinical agencies. Requests to rescind or submit to the instructor in writing.

Confidentiality

Information in the student's disability file is confidential and will not become a part of the student's permanent academic record. The relevant limitations of a disability and the accommodation for which a student is eligible should be disclosed on written permission must be provided by the first day of class to secure academic/course related services and support assumes sole responsibility for contacting the state board of nursing to request accommodation during the licensure process.

Appeal

A student may appeal a decision concerning accommodation by first requesting an informal meeting with a Professional Advisor. If the issue is not resolved, the student may activate the grievance process as outlined in the catalog.

ACTS

The Arkansas Course Transfer System (ACTS) contains information about the transferability of courses within Arkansas. The transfer of applicable credits and the equitable treatment in the application of credits for the admission of students is not guaranteed for courses listed in ACTS as "No Comparable Course." Additionally, courses with "O" policies may vary. ACTS may be accessed on the Internet by going to the Arkansas Department of Higher Education.

FERPA Policy

Phillips Community College of the University of Arkansas complies with the Family Educational Rights and Privacy Act which provides students the right to inspect and review all of his/her records that meet the definition of educational records. No third party has the right to access this information unless the student requests that it be withheld.

Health Insurance

Phillips Community College of the University of Arkansas does not provide insurance for its students. The college does not provide health insurance, and for that reason, the college has contacted United States Healthcare Student Resources. Forms for obtaining health insurance are available on the college's website.
PN Admission Criteria

PN Practical Nursing
Program

General

PN Admission Criteria

ALLIED HEALTH PROGRAMS

MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING REQUIRED DEVELOPMENTAL/MATH COURSES DOES NOT GUARANTEE ADMISSION TO THE PN PROGRAM.

Eligible applicants must be accepted among the number of qualified applicants and space available. In this case, the selection process will be instrumental, and admission will be based on merit.

Selection Process

1. Qualified applicants are ranked according to the following criteria:
   a. GPA
   b. ACT and Reading scores
   c. Experience in the field

Applicants not selected for admission will be notified and given the option to retake the minimum courses. The application process will be repeated in the subsequent years.

Admission After Application Deadline

The college reserves the right to make exceptions based on the number of qualified applicants and available space.

Enrollment Process

Before enrolling in the program, all admitted students must provide the following documents:

- Transcript of High School
- Social Security Verification
- Proof of Graduation
- Notification of enrollment
- Employment history
- Three references
- Physical Health Record
- Alabama Health Assessment
- Alabama Registration for Students

http://www.pccua.edu/alliedhealth/pn_admission_criteria.htm

2/25/2010
PN Alternate Admission

PN Practical Nursing Program

Home UP PN Program Information UP Allied Health Programs UP PN Alternate Admission UP Requirements

Allied Health Programs
ADN Associate Degree Nursing Practical Nursing Program Nursing Assistant Program Medical/Lab Technology Program LPN Licensed Practical Nurse General Education Programs

Joanne McCullars, BS, RN
PN Program Coordinator
Helema-West Helena and
DeWitt Campuses

Alternate Admission

The number of available spaces for each class is determined by availability of faculty and clinical facilities. Students may also enter the program by transferring from another practical nursing program or as an entry level student.

- Student nurses are those who are currently enrolled in the nursing program but are on leave from the program for one or more reasons.
- Transfer students are those who have completed the nursing program and are seeking to enter with or without advanced standing in the PCCNA program.
- The transfer student is required to submit an application for admission to the PN program, including an official transcript of the program from which the student is transferring. Good standing is defined as being eligible for enrollment in the program from which the student is transferring.
- Transfer students must contact the PN Program Coordinator to discuss placement in the program.

1. Applications may be obtained from the PN Program Coordinator on the DeWitt campus.
2. The completed application must be submitted to the Office of the PN Program Coordinator on the DeWitt campus no later than May 15th to be considered for admission to the fall semester. Applications will only be accepted by mail and no fax applications will be accepted.
3. Students eligible for alternate admission are ranked according to the following criteria and are admitted on a first-come, first-served basis with sufficient number remaining and within the scope of available space. Preferred applicants will be placed from the following groups:
   - Students enrolled in the PN program with 15 or more credits in the course with a minimum of 90% on the Competency Exam requirements to be considered for the next year.

Math Competency Exam:

The Math Competency Exam is a prerequisite for alternate admission. Students must score at least a 90% on the math competency exam. A new calculator must be used for each exam. Applicants who fail to score a minimum of 90% on the Competency Exam will not be eligible for enrollment.

http://www.pecm.edu/alliedhealth/PN_alternate_admission.htm

2/25/2010
PN Requirements

PN Practical Nursing Program

 Allied Health Programs

PN Important Notes:

1. Practical nursing courses must be taken in the sequence listed.
2. Once a student enrolls in the PN program, if the student is unsuccessful in any PN course, the student does not have the option to use a general education course in lieu of a required PN course to satisfy degree requirements.
3. Practical nursing students must show proof of personal liability insurance before enrolling in or attending courses with a clinical component.
4. The student must pass a Math Competency Exam with a minimum grade of 90 before enrolling in second level nursing courses.
5. Students taking developmental courses before enrolling in the Practical Nursing Program are strongly encouraged to take Intro to Anatomy and Physiology.

Technical Certificate in Nursing

<table>
<thead>
<tr>
<th>Courses</th>
<th>Semester Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisite:</td>
<td></td>
</tr>
<tr>
<td>EN 113 Principles English I, or equivalent</td>
<td>3 hours</td>
</tr>
<tr>
<td>Level I</td>
<td></td>
</tr>
<tr>
<td>PN 112 Nursing I</td>
<td>12</td>
</tr>
<tr>
<td>PN 114 Human Structure and Function</td>
<td>3</td>
</tr>
<tr>
<td>PN 101 Intercultural Health and Wellness</td>
<td>3</td>
</tr>
<tr>
<td>PN 112 Nursing of the Gentle Client</td>
<td>3</td>
</tr>
<tr>
<td>Level II</td>
<td></td>
</tr>
<tr>
<td>PN 211 Principles of Nutrition</td>
<td>4</td>
</tr>
<tr>
<td>PN 204 Principles of Public Health</td>
<td>3</td>
</tr>
<tr>
<td>PN 212 Nursing IV and V</td>
<td>3</td>
</tr>
<tr>
<td>PN 213 Nursing of the Caring Client</td>
<td>3</td>
</tr>
<tr>
<td>PN 214 Nursing III</td>
<td>15</td>
</tr>
<tr>
<td>PN 231 Applied Diet Therapy</td>
<td></td>
</tr>
</tbody>
</table>

http://www.pecua.edu/alliedhealth/PN_Requirements.htm

2/25/2010
The guidelines for readmission are as follows:

1. The number of unfilled spaces for each class is determined by availability of faculty and clinical facilities.

2. Students who apply for readmission are those who were previously enrolled in a nursing course, but fell behind in their progress and need to progress to the next level (PN, LVN, or RN degree).

3. Only one re-enrollment opportunity is allowed.

4. Applications for readmission must be submitted to the PN Program Coordinator on the Devil's Den campus.

5. The completed application must be received in the office of the Practical Nursing Program on the Devils Den campus no later than May 15th to be considered for readmission to the fall semester or November 30th to be considered for readmission to the spring semester. Applications will only be accepted by the deadlines specified; no extensions will be accepted.

6.申请者被拒绝后，他们可能被考虑为下一年的录取。如果位置可用，他们会被考虑。

7. Multiple applications will be ranked according to the following criteria and are admitted in a first come, first served, alternate notification order. If a position or space is available, eligible applicants will be notified by the next rank. If no position or space is available, eligible applicants will be placed on the alternate list.

<table>
<thead>
<tr>
<th>Priority Ranking</th>
<th>Level I</th>
<th>Level II</th>
<th>Level III</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Passed 3 of 4 required PN courses</td>
<td>Passed 4 of 6 required PN courses</td>
<td>Passed 3 of 2 required PN courses</td>
</tr>
<tr>
<td>Second</td>
<td>Passed 2 of 4 required PN courses</td>
<td>Passed 4 of 6 required PN courses</td>
<td>Passed 3 of 2 required PN courses</td>
</tr>
<tr>
<td>Third</td>
<td>Passed 1 of 4 required PN courses</td>
<td>Passed 3 of 6 required PN courses</td>
<td>Passed 2 of 2 required PN courses</td>
</tr>
<tr>
<td>Fourth</td>
<td>Passed name of the required PN courses</td>
<td>Passed 2 of 6 required PN courses</td>
<td>Passed 1 of 2 required PN courses</td>
</tr>
<tr>
<td>Fifth</td>
<td>Passed 1 of 4 required PN courses</td>
<td>Passed 2 of 6 required PN courses</td>
<td>Passed 1 of 2 required PN courses</td>
</tr>
<tr>
<td>Sixth</td>
<td>Passed name of the required PN courses</td>
<td>Passed 2 of 6 required PN courses</td>
<td>Passed 1 of 2 required PN courses</td>
</tr>
</tbody>
</table>

8. When two or more applicants have equal priority, their PN program will be given the highest number of spots to the PN program.

9. A current head nurse's letter of recommendation is required. The head nurse should be familiar with the applicant's performance and qualifications.

10. The Math Competency Exam is a prerequisite for students. Applicants who fail the Math Competency Exam must submit another application and must complete the Math Competency Exam before registering for the next semester.

11. Applicants who fail to meet the Math Competency Exam requirements to be considered for the next year.

12. Rejected students are ineligible for pre-registration and must register during regular registration.

13. Rejected students are ineligible for pre-registration and must register during regular registration.

14. Rejected students are ineligible for pre-registration and must register during regular registration.

http://www.pccua.edu/alliedhealth/pn_readmission.htm

2/25/2010
<table>
<thead>
<tr>
<th>Committee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>3rd Thursday</td>
</tr>
<tr>
<td>Curriculum</td>
<td>5th Wednesday</td>
</tr>
</tbody>
</table>

**PN Committee Meetings**

**PN Practical Nursing Program**

- Mission
- NS
- PN Program Information
- PN Admission Criteria
- PN Academic Advising
- PN Requirements
- PN Resources
- PN Curriculum Details

**Allied Health Programs**

- AEM Assessment Program
- Patient Care Program
- Nursing Assistant Program
- Medical Lab Technology Program
- EMT Basic Emergency Medical Technician Program
- Phlebotomy Program
- Allied Health Faculty

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http://www.pccua.edu/alliedhealth/PN_committee_meetings.htm

2/25/2010
Required Courses for PN Program

Pre-requisite to Level I

- English I

Level I

- Nursing I
- Human Structure and Function
- Vocational, Ethical, and Legal Concepts
- Nursing of the Geriatric Client

Level II

- Principles of Nutrition
- Principles of Pharmacology
- Nursing of Mothers and Infants
- Nursing of Children
- Nursing of Mental Health Clients
- Nursing II

Level III

- Nursing III
- Applied Diet Therapy

Students are admitted to the Associate Degree Nursing Program every August on the Helena-West Helena campus, every even year in August on the DeWitt campus and every odd year in August on the Stuttgart campus.

Students are admitted to the Practical Nursing Program every third semester on the DeWitt, and Helena-West Helena campuses.

For further information on program admissions, selection, and enrollment, please contact the Dean of Allied Health at (870) 338-6474, ext. 1254 or 1371, or contact the Practical Nursing Program Coordinator at (870) 946-3506, ext. 1612.

General education requirements for both programs are offered on the Helena-West Helena, DeWitt, and Stuttgart campuses.

Phillips College provides equal educational and employment opportunity regardless of sex, marital or parental status, race, color, handicap, religion, or age.

updated 6/09
Practical Nursing Program

Information Packet

Published by
Division of Allied Health
Associate Degree Nursing Program
PO Box 785
Helena-West Helena, AR 72342
PO Box 427
DeWitt, AR 72042
June 1, 2009

Dear Prospective PN Student:

Thank you for considering the program at PCCUA as a path for becoming a licensed practical nurse. The attached packet of material provides you with admission and course requirements, academic criteria, costs, and other pertinent information concerning our Practical Nursing Program.

The department has a long history of success in preparing qualified individuals for the practical nurse licensure examination and the practice of safe, ethical nursing. While enrolled in the Practical Nursing Program, students attend class and participate in supervised practice in the campus lab before working in the clinical area.

PCCUA’s Practical Nursing Program has a reputation for excellence and is approved by the Arkansas State Board of Nursing. PCCUA’s graduates are recruited by local agencies as well as agencies from surrounding states.

Please read the enclosed program statement before making a commitment to the program. If you decide to enroll and have not taken the ACT within the last four years, the first step is to call the Advisement Center at 870-338-6474, ext. 1134 and make an appointment to take the COMPASS test. Testing is also available in Arkansas County by calling the DeWitt campus at 870-946-3506 or the Stuttgart campus at 870-673-4201 to schedule a test date. A description of each test is included in this packet.

After reviewing the material in this packet and arranging a time to take the COMPASS test, please call to make an appointment with me or Jeanne McCullars, PN Program Coordinator, to review your scores. If you have questions, please call 870-338-6474, ext. 1254 or ahudson@pccua.edu to reach me or 870-946-3506 ext. 1612 or jmccullars@pccua.edu to reach Jeanne McCullars. I will be available for appointments on the Arkansas County campuses every other Friday. Call the appropriate campus to schedule an appointment. I look forward to talking with you regarding your career goals.

Sincerely,
Amy Hudson, MSN, RN
Dean of Allied Health

AH:ah
7. Submit completed PN Program application to the PN Program Coordinator on the DeWitt campus. The application must be received by mail in the nursing department office on the DeWitt campus by June 1, 2010. Applications are accepted by mail only.

Students who speak English as a second language must also take the Compass exam to prove proficiency in English by testing into Freshman English I and requiring no developmental reading.

**MEETING THE MINIMUM CRITERIA FOR ADMISSION OR TAKING REQUIRED DEVELOPMENTAL/MATH COURSES DOES NOT GUARANTEE ADMISSION TO THE PN PROGRAM.**

Students who meet minimum admission criteria will be accepted unless the number of qualified applicants exceeds space available. In this case, the selection process will be implemented, and admission will become competitive.

**Selection Process**

1. Qualified applicants will be ranked according to the final letter grade received in EH 113.

2. When two or more qualified applicants have an equal final letter grade in EH 113, applicants will be admitted according to the date and time the application was received in the nursing department office on the DeWitt campus.

Applicants not selected for admission and/or applicants who elect not to enroll in the Practical Nursing Program must repeat the application process that includes submitting a new application to the PN Program.

**Admission After Application Deadline**

When space is available, qualified applicants who apply after the deadline will be considered for admission on a first-come, first-served basis.

**Enrollment Process**

Before enrolling in first semester PN courses, the student must provide the following documents:

1. Completed Health Statement
2. Proof of immunization compliance
   - Current Td
   - Current MMR, if born after 1957
   - Initiation of Hepatitis B series
3. Proof of TB skin test within the last year
4. Signed Communicable Disease Statement
5. Current American Heart Association Healthcare Provider CPR card
6. Recent picture
7. Proof of liability insurance

No late enrollment is allowed. Students are expected to furnish their own transportation to and from the clinical area.

**ALTERNATE ADMISSION**

The number of unfilled spaces for each class is determined by availability of faculty and clinical facilities.

Students may also enter the program by transferring from another practical nursing program or as re-entry as space allows.

   a. Re-entry students are those who successfully completed nursing courses, but separated from the program within the last three years
   b. Transfer students are those who left another nursing program and are seeking to enroll with or without advanced placement in the PCCUA program.

   • Transfer students will not receive an application for admission to the PN Program until the PN Program Coordinator receives a letter of good standing from the Director/Chair/Dean of the program from which the student is transferring. Good standing is defined as being eligible for enrollment in the program from which the student is transferring.
   • Transfer students must contact the PN Program Coordinator to discuss placement in the program.

1. Applications may be obtained from the PN Program Coordinator on the DeWitt campus.

2. The completed application must be received in the office of the PN Program Coordinator on the DeWitt campus no later than May 14th to be considered for admission to the fall semester or October 14th to be considered for admission to the spring semester. Applications will only be accepted by mail and no late applications will be accepted.

3. Students applying for alternate admission are ranked according to the following criteria and are admitted in a 1 to 3 ratio with applicants seeking readmission until either group or space available is exhausted. Remaining space(s) will be filled from the non-exhausted group.

   • Qualified re-entry applicants will be ranked according to the total number of quality points earned in required nursing courses plus 6 points.
   • Qualified transfer applicants will be ranked according to the total number of quality points earned in PCCUA required nursing courses.

4. When two or more of the above applicants have an equal number of total points, applicants will be admitted according to the date and time the application was received in the nursing department office on the DeWitt campus.
5. Applicants who are not selected or who elect not to enroll must submit another application and meet Math Competency Exam requirements to be considered for the next year.

6. Rare exceptions to the Alternate Admission policy can be made by the Faculty Committee.

**Math Competency Exam:**

The Math Competency Exam is a prerequisite for alternate admission students. Exam times must be scheduled with the PN Program Coordinator and must be taken within three months of enrollment. A maximum of three (3) opportunities will be provided to score 90% or above on the exam. A basic calculator may be used. Any missed exam will be counted as a fail. **Applicants who fail to score a minimum of 90% on the Competency Exam will not be eligible for enrollment.**

**Advanced Nursing Education**

Students who complete the Practical Nursing Program and become licensed as practical nurses may seek advanced nursing education via the Arkansas Nursing Articulation Model or via Challenge Examination. Refer to the College Catalog and attached Arkansas Nursing Articulation Model for additional information.
Phillips Community College of the University of Arkansas
Curricular Pattern
for
Technical Certificate in Nursing

Pre-requisite to Level I- 3 hours

EH 113 Freshman English I or higher

Level I- 19 hours

PN 112 Nursing I
PN 104 Human Structure and Function
PN 101 Vocational, Ethical, and Legal Concepts
PN 102 Nursing of the Geriatric Client

Level II-16 hours

PN 201 Principles of Nutrition
PN 214 Principles of Pharmacology
PN 223 Nursing of Mothers and Infants
PN 203 Nursing of Children
PN 211 Nursing of Mental Health Clients
PN 224 Nursing II

Level III-16 hours

PN 215 Nursing III
PN 231 Applied Diet Therapy

* Practical Nursing courses must be taken in the sequence listed above.
* Once a student enrolls in the PN program, if the student is unsuccessful in any PN course, the student does not have the option to use a general education course in lieu of a required PN course to satisfy degree requirements. (Effective 1-1-08)
* Practical nursing students must show proof of personal liability insurance before enrolling in or attending courses with a clinical component.
* The student must pass a Math Competency Exam with a minimum grade of 90 before enrolling in second level nursing courses.
* Students taking developmental courses before enrolling in the Practical Nursing Program are strongly encouraged to take Intro to Anatomy and Physiology, Medical Terminology I and II, and Freshman Seminar.
Tuition and Fees

<table>
<thead>
<tr>
<th>Residence</th>
<th>Tuition Per Semester Hour</th>
<th>Maximum Tuition Per</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phillips &amp; Arkansas County</td>
<td>$55</td>
<td>$825</td>
</tr>
<tr>
<td>Residents</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Arkansas Residents</td>
<td>$64</td>
<td>$960</td>
</tr>
<tr>
<td>Non-Arkansas Residents</td>
<td>$102</td>
<td>$1530</td>
</tr>
<tr>
<td>On-line Courses</td>
<td>$85</td>
<td></td>
</tr>
<tr>
<td>On-line lab fee</td>
<td>$5</td>
<td></td>
</tr>
</tbody>
</table>

Books, uniforms, equipment bag, and other learning resources for the nursing courses will cost approximately $1,000-$1,500. Each semester there is a $40 testing fee, $20 nursing laboratory fee, a $74 substance abuse testing fee the first semester of enrollment, $12 per credit hour with $180 maximum special services and technical fees, and $10 publication fee for 3 or more credit hours. There is a $36 HESI Exit Exam fee the last semester of the program.

Students are expected to provide their own health insurance and purchase and maintain professional liability insurance. The minimal amount acceptable is $1,000,000 per claim and $6,000,000 aggregate coverage. The insurance must be purchased from a company that is acceptable to the college and in compliance with the laws of the State of Arkansas. The company should provide endorsement that the insurance may not be modified or cancelled unless PCCUA receives 30 days prior written notice. Written proof of coverage must be submitted to the Dean of Allied Health before the student will be allowed to register for any clinical nursing courses.

*PCCUA Reserves the right to change tuition and fees at any time.
Arkansas Nursing Articulation Model

Table 1: Nursing Credit Parameters for the Articulating LPN or LPTN

<table>
<thead>
<tr>
<th>The LPN or LPTN articulating to:</th>
<th>Associate Degree in Nursing *</th>
<th>Baccalaureate Degree in Nursing</th>
<th>Diploma in Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will be awarded at least the following number of semester credit hours</td>
<td>6 semester hours in nursing</td>
<td>11 semester hours in nursing</td>
<td>25 semester hours in nursing</td>
</tr>
<tr>
<td>Will be required to complete no more than the following number of semester credit hours</td>
<td>40 semester hours in nursing</td>
<td>59 semester hours in nursing</td>
<td>60 semester hours in nursing</td>
</tr>
</tbody>
</table>

* LPN-to-RN Associate Degree Programs, which admit only LPNs and no unlicensed students, might not record the articulating credit on the student's transcript and still meet this parameter.

Table 2: Nursing Credit Parameters for the Articulating RN who graduated from an associate degree or diploma program that was NLNAC accredited at the time of graduation

<table>
<thead>
<tr>
<th>The RN articulating to:</th>
<th>Baccalaureate Degree in Nursing*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Will be awarded at least the following number of semester credit hours in nursing.</td>
<td>33 semester hours in nursing</td>
</tr>
<tr>
<td>Will be required to complete no more than the following number of semester credit hours in nursing.</td>
<td>38 semester hours in nursing</td>
</tr>
</tbody>
</table>

* RN-to-Baccalaureate Degree Programs, which admit only RNs and no LPNs or unlicensed students, might not record the articulating credit on the student's transcript and still meet this parameter.

Table 3: Articulation Testing and Work Experience Requirements

<table>
<thead>
<tr>
<th>&lt; 12 Months After Graduation</th>
<th>&gt; 12 Months After Graduation</th>
</tr>
</thead>
<tbody>
<tr>
<td>No testing for articulation required -- some programs may require math competency exam for articulation.</td>
<td>No testing for articulation required if during past 12 to 24 months have had at least 1000 hours of nursing employment. For articulation to Associate Degree Programs this work experience must be in acute or long-term care settings. Individual schools may have special requirements for work experience settings. The individual school may require testing if work experience requirement not met.</td>
</tr>
<tr>
<td>No work experience required -- except it may be required for accelerated tracks within programs.</td>
<td></td>
</tr>
</tbody>
</table>
ASSET/COMPASS TEST INFORMATION

The ASSET/COMPASS test is part of the entrance process at PCCUA for those students who do not have current ACT scores. ASSET/COMPASS scores are used for placement in English, reading, and math classes.

Minimum Required ASSET and COMPASS Test Scores

<table>
<thead>
<tr>
<th>AREA</th>
<th>ASSET</th>
<th>COMPASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>43</td>
<td>82</td>
</tr>
<tr>
<td>Numerical Skills/Pre-algebra</td>
<td>42 numerical skills</td>
<td>49 on pre-algebra</td>
</tr>
<tr>
<td>Language Usage</td>
<td>45</td>
<td>75</td>
</tr>
</tbody>
</table>

Minimum Required Enhanced ACT Test Scores

English 19  
Mathematics 19  
Reading 19  
Composite 19

SAT Test Scores

Verbal 470  
Quantitative 460 + 2 years of high school algebra

The COMPASS test session requires approximately one and one-half hours to complete. This includes time for completing forms and answer sheets as well as a short break and an orientation. The COMPASS test is administered in the PCCUA Advisement Center.

The COMPASS session is scheduled through the Advisement Center on the Helena, DeWitt, or Stuttgart campuses. Call 338-6474, ext. 1134 on the Helena campus, 946-3506 on the DeWitt campus, or 673-4201, Stuttgart campus for more information. COMPASS session is offered at various times each week during registration.

Since the COMPASS test is timed, it is important that you arrive on time for the COMPASS. **Late arrivals are asked to reschedule.** Optimal test results require that a person feel well mentally and physically when testing.
9. benzodiazepines
10. fentanyl
11. meperidine
12. tramadol
13. ethyl alcohol (u)

**Positive Results**

Tests results will be considered positive if tested substance levels exceed SAMHSA laboratory approved established threshold values and PCCUA’s designated Medical Review Officer (MRO) verifies accuracy of test results. Positive results are run twice to verify test results. The student may request that the split sample, saved at the original lab, be sent to another SAMHSA approved laboratory for additional testing at the student’s expense. The Dean of Allied health will instruct Quest Diagnostic laboratories to send the split sample to the SAMHSA approved lab designated by the student. The verification process used with the first sample will be repeated.

**Confidentiality**

All testing information, interviews, reports, statements, and test results specifically related to the individual are confidential to the extent allowed by law. Substance abuse test result records will be maintained in a locked file in the Dean of Allied Health’s office. Records will be destroyed when the student completes the respective program or 7 years after the student withdraws from the program.

**Reporting of Results**

Negative substance abuse test results will be sent from Quest Diagnostics directly to the Dean of Allied Health. Positive substance abuse test results will be sent from Quest Diagnostics laboratory directly to PCCUA’s designated MRO who will review and verify test results. After confirming test results, the MRO will report findings to the Dean of Allied Health. The Dean of Allied Health will report findings to the appropriate program director/Coordinator. The student will be informed of positive results and given an opportunity to provide proof of prescribed medical therapy. The Dean of Allied Health will send proof of medical therapy to the MRO who will ultimately verify whether the test result is positive or negative. When the student fails to provide proof of prescribed medical therapy, the positive substance abuse test result from the initial specimen will be the final report.

**Treatment, Referral, and Readmission**

A positive substance abuse test will result in immediate dismissal from any of the allied health programs. The Dean of Allied Health shall refer the individual testing positive for substance abuse for therapeutic counseling regarding substance withdrawal and rehabilitation.
Potential Referral Sites

- Eastern Arkansas Substance Treatment Program
  120 D'Anna Place
  Helena-West Helena, AR 72342
  870-817-0531
- Phillips County Alcoholics Anonymous
  7755 Phillips 300
  Helena-West Helena, AR 72390
  870-572-6623
- The Bridgeway
  21 Bridgeway Road
  North Little Rock, AR 72113
  1-800-245-0011
- BHC Pinnacle Point Hospital
  11501 Financial Center Parkway
  Little Rock, AR 72211
  800-880-3322
- Living Hope
  600 South McKinley #400
  Little Rock, AR 72205
  800-829-4673
- Southeast Arkansas Behavior Rural Health Care
  PO Box 971
  121 Commercial Drive B
  Stuttgart, AR 72160
  870-673-1633

The student will not be denied learning opportunities based on a history of substance abuse.

Readmission or Admission to another Allied Health Program

The readmission process to the same allied health program or admission process to another allied health program for a student, who has previously tested positive for substance abuse, to any allied health program will include:

- Attendance at Alcoholics Anonymous (AA), Narcotics Anonymous (NA), or a recognized substance abuse treatment program of choice. Evidence of participation must be sent to the Dean of Allied Health and respective program director/coordinator.
  - Acceptable evidence from AA and/or NA shall consist of:
    1. A written record of at least the date of each meeting
    2. The name of each group attended
    3. Meeting purpose
    4. Signed initials of the chairperson of each group attended.
  - Acceptable evidence from a substance abuse treatment program of the individual's choice shall consist of:
    1. A verifiable completion certificate