

# ONC BOCES PN PROGRAM OTSEGO AREA SCHOOL OF PRACTICAL NURSING

September 2023 - June 2024

## Adult Certificate Program – Oneonta

Classes begin in September at OASPN, 31 Center Street 3<sup>rd</sup> floor, Oneonta, NY 13820. All classes consist of 30-35 hours of class/clinical instruction per week. Hours vary depending on semester and assignment but generally run from 8:00 a.m. to 3:00 p.m. for classes. Clinical time is subject to change according to availability of clinical staff and clinical space. Students may be requested to do day, evening, or weekend clinical rotations. The ONC BOCES school calendar is followed for holidays and vacations. Students graduate in June after completing academic and clinical requirements.

Clinical experience is an integral part of the program and is provided through area cooperating health agencies. Agencies may include A. O. Fox Nursing Home, Oneonta NY; Chestnut Park Rehabilitation and Nursing Center, Oneonta NY; Robinson Terrace Skilled Nursing Facility, Stamford NY; Cooperstown Centers Rehabilitation & Nursing Center, Cooperstown NY; Bassett Medical Center, Cooperstown NY; and A.O. Fox Hospital, Oneonta NY.

Students are considered for acceptance to the program based upon the completion and content of the application requirements (listed below) and space availability.

## Admission Requirements

- At least 17 years of age.
- Submit a completed application form with \$100.00, application/testing fee. **(NON- REFUNDABLE)**
- Possess a U.S. High School Diploma or HSE / GED or translated Foreign High School equivalent.  
\*\*(Applicants may be conditionally accepted to the program if they can prove they have applied to sit for the HSE exam and successfully pass the examination prior to September 1st of that school year) <sup>1</sup>\*\*(High School Seniors may be conditionally accepted into the program pending receipt of official completed high school transcript/copy of diploma.) <sup>1</sup>
- \*\*Official High School Transcript or Official HSE diploma / or Official Translated Foreign High School Equivalent **must** be sent to the ONC BOCES PN office.
- Official transcripts for all college and post-secondary education if applicable.
- Current physical examination by a M.D., Physician Assistant, or Nurse Practitioner to include **(Health Form will be provided)**:
  - \*\* Tests for tuberculosis (PPD)
  - \*\* Evidence of physical/mental health adequate to meet physical and psychosocial demands of nursing
  - \*\* Current immunizations and / or titers for tetanus, diphtheria, pertussis, Hepatitis B, measles, mumps, rubella, and varicella
  - \*\*Annual Flu Vaccine or signed declination for current school year, when available to public
- Three references, one should be from current employer, then previous employers and or teachers / instructors / guidance counselor. **(Reference Forms will be provided. NO friends or family should be used for references.)**
- Copy of Birth certificate.
- Aptitude Examination, this tests your Math, Reading, English Language Usage and Science abilities. (Scores must be within desired limits for acceptance; determination of desired limits is up to the discretion of the coordinator).
- Interview with the Program Coordinator. **(Scheduled after all the above are completed.)**
- If you're applying for federal funding, we must receive an official tax return transcript from the IRS no later than September 14, 2021. If you need assistance with how to obtain these, please contact our office.

## **After Acceptance into the ONC BOCES Practical Nursing Program:**

- Completion of the Intent to Enroll Form along with \$125 non-refundable deposit to hold your seat in the class.
- Completion of the Release of Information Form.
- Complete and submit the on-line FAFSA (Free Application for Federal Student Aid) form. **All** students enrolled in the program must comply regardless of their financial situation.

⊕ Full discretion is left up to the coordinator to determine if all requirements have been met to award acceptance.

## **Philosophy**

We, the nursing faculty at the ONC BOCES Practical Nursing Program, believe that nursing is a profession which requires knowledge in order to make appropriate nursing decisions concerning actions within the guidelines of the Nurse Practice Act<sup>1</sup>. Nursing is an art and a science. The understanding of scientific principles and commonalities will provide a foundation for nursing care. The art of nursing is achieved through the integration and application of scientific principles with a humanistic, caring and creative dimension.

Nursing is the holistic approach to meeting the needs of the individual. We believe that the individual is a unification of physical, psychological, social, cultural, intellectual, emotional, and spiritual attributes. No individual aspect can be considered in isolation.

A primary goal of nursing is to encourage self care practices which promote and maintain health for individuals, as well as society. The ever-changing technology and needs of our community can only be addressed through continuous, active learning.

We believe that the practical nurse is an integral part of the health care team in providing care and education to the healthy, sub-acute, chronically ill, convalescent, and rehabilitative client under the direct supervision of a registered nurse, physician, or dentist.

We believe nursing education is an organized, active, purposeful process which assists the learner in acquiring and applying knowledge, skills, and attitudes essential for nursing practice. The active, ongoing educational process will evolve from the individual's life experiences and previous formal education. The faculty directs its efforts toward assisting students in recognizing that self-actualization is a need of each individual.

We believe that our school has contributed to the nursing profession by providing an education for qualified individuals to render safe, skilled nursing care as licensed practical nurses and by providing an opportunity for advancement to other levels of nursing.

The ONC BOCES Practical Nursing Program / Otsego Area School of Practical Nursing (OASPN) is registered by the New York State Education Department, which is responsible to the Board of Regents. The Board is recognized by the U.S. Department of Education as a national accrediting body for nursing education programs.

1. N.Y.S. Nurse Practice Act – Article 139, Section 6902

## **Advanced Placement**

Students with prior health care education (college credit or certificate program credit) may be eligible to transfer credit(s) or advance place into the second semester of the program on a space available basis. Students requesting permission to transfer credits or receive advanced placement into the program must meet academic and clinical performance tests (listed below) to document their prior education/experience. There is a \$200 fee for testing to gain admission with advanced placement (\$50.00 per each first semester course).

Students who withdraw after successful completion of first semester, may re-apply for second semester depending on space availability and approval of the coordinator. Re-entry is also dependent on circumstances of withdrawal including first semester course averages and adequate documentation of ability to benefit from instruction. All re-entries must occur within one (1) year of withdrawal.

*Academic Achievement:* College credit courses that duplicate or exceed the content of first semester courses may be transferred for credit if a minimum grade of B / 3.0 / 83 is attained. Course final exams will also be required for entry.

For re-entry a minimum score of 83% is required for final course averages in Nursing I, Human Growth and Development, Human Anatomy and Physiology, and Pharmacology I.

*Clinical Performance:* Students must make arrangements to complete first semester lab practicums. The student must also have current Basic Life Support - Healthcare Provider (CPR) certification and all health records must be on file with the Program Coordinator prior to participation in the second semester clinical experience.

For more information on transferring credits or advanced placement please contact the Practical Nursing office at (607) 431-2562.

⊕ *The coordinator has the authority to make the final decision on the acceptance of candidates.* ⊖

## **First Semester Courses**

- *Nursing Fundamentals:* Basic-Nursing skills combined with quality of life, respect, dignity, worth, autonomy and individuality of each human being within the Licensed Practical Nurse's scope of practice.  
*Basic Nutrition:* The science of food and nutrients, their action and interaction in relation to providing the body with the necessary substances to maintain balance.
- *Anatomy and Physiology:* The study of the structure of the human body and how it functions. The relationship of each organ system to the functioning of the body as a whole.
- *Pharmacology I:* Review and drill in basic math & clinical skills necessary for safe and competent medication administration. Practice & theory labs for medication administration.
- *Growth and Development:* Study of the human life cycle from conception to death; emphasis on developmental milestones, health promotion maintenance and restoration as related to stage of development, and an expanded unit on Gerontology.
- *Clinical Experience:* Supervised clinical experience at A. O. Fox Nursing Home, Chestnut Park Rehabilitation and Nursing Center, Robinson Terrace Skilled Nursing Facility and Focus Rehabilitation & Nursing Center at Otsego are integrated with class theory content. This clinical experience is a minimum of 90 hours in the first semester. (Days and times of clinical are subject to change.)

## Second Semester Courses

- *Medical-Surgical Nursing*: Advanced Nursing skills and concepts to care for the client with disease processes. Emphasis is placed on understanding illness, medication administration, holistic nursing care, and critical thinking.
- *Maternity-Newborn Nursing*: Nursing care to the expectant family with emphasis on the mother during pregnancy, labor, delivery, and post-partum; care of the fetus and the neonate.
- *Pediatric Nursing*: The study of illness and medication administration as it relates to the care of the sick child and their family; includes health promotion and illness prevention.
- *Pharmacology II*: Knowledge of drug classifications, indications, dosage, actions, interactions, adverse reactions, contraindications, nursing considerations, patient teaching, and medication administration techniques.
- *Clinical Experience*: Clinical practice is an integral component to correlate nursing skills with class content. Supervised clinical experience at Bassett Medical Center, A.O. Fox Hospital, and various Bassett / A.O. Fox clinics in the surrounding areas. This clinical experience is a minimum of 285 hours in the second semester. (Days and times of clinical are subject to change.)

\* Passing Grade is 77% for all courses, plus satisfactory clinical performance. \*

## Cost-Financial Assistance

- *Tuition*: \$15,500 per year. \*
- *Included in Tuition Cost*:
  - *Classroom and clinical hours*
  - *Required Textbooks and Chromebook*
  - *2 Uniforms, ID badge, bandage scissors, penlight*
  - *Skills lab equipment*
  - *Capping and Graduation costs*
  - *Pre- Licensure NCLEX examination*

### NOT INCLUDED IN TUITION

- *Application/ Aptitude Exam Fee*: \$100.00 (non-refundable) or Application Fee for Advanced Placement: \$25.00 (non-refundable)
- *Intent to Enroll Deposit (non-refundable)*: \$125.00 (First Semester starters only)
- *Clinical Equipment*: white (nonpermeable) shoes, watch with second hand or digital seconds display and stethoscope.
- *Post-Graduation Expenses*: \$343.00\* (application for licensure and state license exam), \$35.00\* (limited work permit).

\* ☹ The above expenses are estimates and are subject to change. ☹

### PLEASE NOTE:

- *Financial Aid*: Students in this program may be eligible for Pell Grants and Federal Stafford Loans. Additional financial aid information may be obtained at the school. All students must complete and submit an on-line FAFSA (Free Application for Federal Student Aid) after acceptance no matter what their financial circumstance may be.
- No housing facilities are provided by the school.
- Transportation is the responsibility of the student.
- The school provides no Health Care Insurance.

## Licensure/Employment

Upon successful completion of the ONC BOCES Practical Nursing Program, the graduate is eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). This computerized test is scheduled by the individual after graduation.

There is no guarantee of licensure or employment upon completion of this program.

**NOTE: THE OFFICE OF PROFESSION MAKES THE FINAL DECISION FOR GRANTING A LICENSE AND STUDENTS WITH CRIMINAL RECORDS NEED TO KNOW THAT THEY MAY BE ADMITTED AND COMPLETE THE PROGRAM AND NOT BE GRANTED A LICENSE.**

### For more information, please write or call:

Regina Pasa, RN, BS – Practical Nursing and Adult Health Services Coordinator  
ONC BOCES Practical Nursing Program  
Otsego Area School of Practical Nursing  
31 Center Street 3<sup>rd</sup> floor  
Oneonta, NY 13820  
(607) 431-2562

The Otsego Area School of Practical Nursing does not discriminate on the basis of age, color, creed, disability, marital status, veteran status, race, or sex in its educational programs or activities that it operates.



***Mission Statement:***

*To provide high quality instruction so that all graduates will be prepared to pass the New York State National Counsel Licensure Exam for Practical Nursing (NCLEX-PN) and be responsible, accountable, and informed contributors to their health care community.*

*Adopted: September 2004*

*Revised: July 2011*