



## Associate Degree of Nursing Program BRIDGE INFORMATION PACKET

### **MATERIALS FOR CURRENTLY ENROLLED MANHATTAN TECH PN STUDENTS ONLY**

**Application Period:**  
**February 1, 2025 – February 2, 2026**

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#### GENERAL INFORMATION

- Read all instructions carefully as procedures may change between application cycles.
- Complete all applicable information.
- **THIS INFORMATION IS FOR CURRENTLY ENROLLED MANHATTAN TECH PN STUDENTS APPLYING FOR AUGUST 2026 DEADLINE.**

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#### APPLICATION DEADLINE

- To begin Associate Degree of Nursing coursework in **Fall (August 2026),**

**Deadline** to submit Associate Degree of Nursing application:

**February 2, 2026**

**(THIS PACKET IS FOR CURRENTLY ENROLLED SPRING 2026 MANHATTAN TECH PN STUDENTS)**

*(All prerequisites must be completed prior to this deadline for priority consideration)*

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#### NOTICE OF ADMISSION

**Students will be notified via their Manhattan Tech email address of their admission status approximately 4 weeks after the deadline date.**

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***Specific program requirements, program selection and acceptance criteria are subject to change at any time and without notice. It is the applicant's responsibility to keep informed of current program requirements.***

The MATC Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX, and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of gender, race, color, national origin, disability, sexual orientation, gender identity, religion, age, genetic information, parental status, military status, or veteran status) shall be excluded from participation in, denied the benefit of, or otherwise subjected to discrimination under any program or activity of, or employment with, Manhattan Area Technical College.

Specific complaints of alleged discrimination should be referred to Title IX/Section 504/ADA Coordinator/HR Director, 3136 Dickens Ave., Manhattan, KS 66503, 785.320.4399.

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## Letter of Greeting Associate Degree of Nursing Bridge Program

Dear Current Manhattan Tech Associate Degree Nursing (Bridge) Student,

The faculty and staff of the Department of Nursing appreciate your interest in our Associate Degree Nursing (ADN) program. This packet will help guide you through the application process and provide information about our Admissions Criteria and Selection Process.

The Kansas State Board of Nursing approves the ADN program at Manhattan Area Technical College. It also holds accreditation with the **Accreditation Commission for Education in Nursing**, 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, 404.975.5000, <http://www.acenursing.org>. The accreditation process requires additional evidence of program quality, and accreditation is awarded after a thorough review of the program's aspects. The nursing courses within the Associate Degree of Nursing program are delivered over two semesters. The nursing courses, plus prerequisite courses, may take 3 to 4 semesters to complete, depending upon prior academic history.

The PN to ADN Bridge program begins in August of each academic year. Individuals complete academic and clinical requirements to earn an Associate of Applied Science degree in nursing. The applicant must be a current Manhattan Tech PN student and show transcribed evidence of completing prerequisites. ***Manhattan Area Technical College PN students in the first semester of the PN program are given priority to enter the ADN program in August following PN graduation, if all bridge packet requirements are met.*** The ADN graduate is then eligible to take the NCLEX-PN licensing exam; successful completion enables the graduate to seek licensure as a Registered Nurse (RN).

**Your MATC Admissions Application as well as the required Selective Admission Application and the documents listed within must be received on or before February 2. Any exception to this date would be at the discretion of the Dean of Nursing Education and Health Programs or designee.**

Enclosed is information that is critical for a successful application—please read the entire packet carefully. We encourage you to make an initial campus visit appointment by [scheduling online](#), for information about college admissions and the ADN program. The college website at <https://manhattantech.edu/ADN/Bridge> also provides additional information.

Please review the contents of this packet to get an overview of the admission process. We encourage you to contact the admissions office at [admissions@manhattantech.edu](mailto:admissions@manhattantech.edu) if you have questions.

**Specific program requirements, selection, and acceptance criteria are subject to change anytime and without notice. It is the applicant's responsibility to keep informed of current program requirements.**

We look forward to your application,

Kim Davis MSN RN  
Dean of Nursing Education and Health Programs

Neil Ross MS  
Dean of Student Services

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The MATC Board of Directors supports and complies with Title VI and Title VII of the Civil Rights Act of 1964 as amended, Section 504 of the Rehabilitation Act of 1973 and Amendments, The Americans with Disabilities Act, Title IX and all requirements imposed by or pursuant to the regulations of the Department of Health and Human Services and the Department of Education. It is the policy of the Board of Directors that no person in the United States (on the grounds of gender, race, color, national origin, disability, sexual orientation, gender identity, religion, age, genetic information, parental status, military status, or veteran status) shall be excluded from participation in, denied the benefit of, or otherwise subjected to discrimination under any program or activity of, or employment with, Manhattan Area Technical College.

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## Admission Checklist

### Associate Degree of Nursing Bridge Program

Completed	Task to Complete
	<p><b>APPLY TO MANHATTAN AREA TECHNICAL COLLEGE</b></p> <ul style="list-style-type: none"> <li>New application and application fee are required for the Associate Degree of Nursing program and can be completed online: <a href="#">APPLY NOW</a>.</li> </ul> <p><i>Since students are graduating from one program and looking to start another, Manhattan Tech requires a new online application and application fee.</i></p>
	<p><b>SEND ADDITIONAL OFFICIAL TRANSCRIPTS</b></p> <ul style="list-style-type: none"> <li>Send any remaining <b>Official</b> transcripts from current and previously attended colleges/universities for which transfer credit is anticipated.</li> </ul> <p><i>Transcripts must be official—sent directly from the college where you took a course to the Registrar at MATC. If the Institution has the capability, official transcripts can be sent via email, to <a href="mailto:registrar@manhattantech.edu">registrar@manhattantech.edu</a>.</i></p>
	<p><b>COMPLETE PREREQUISITES (Non-Nursing for GPA)</b> (Attain a minimum grade of “C” &amp; cumulative 2.0 GPA)</p> <ul style="list-style-type: none"> <li>Anatomy and Physiology, Microbiology with Lab, English Composition I, Public Speaking or Interpersonal Communication, Human Growth and Development, Nutrition, Technical Math II or Higher, and General Psychology. Additional information can be found on <a href="#">page 5</a>.</li> </ul>
	<p><b>REVIEW IMMUNIZATIONS &amp; NURSING ESSENTIAL SKILLS AND FUNCTIONAL ABILITIES</b></p> <ul style="list-style-type: none"> <li>Ensure MMR, Varicella, Tdap, Hepatitis B, and COVID Documentation is up to date <a href="#">or religious/medical exemption process</a> has been completed.</li> <li>Review the <a href="#">Nursing Essential Skills and Functional Abilities</a>. Additional information can be found on <a href="#">page 6</a>.</li> </ul>
	<p><b>MATC PRACTICAL NURSING GPA OF 2.25 IN FALL PROGRAM COURSES</b> (<a href="#">Refer to Page 5</a>)</p> <ul style="list-style-type: none"> <li>KSPN Foundations of Nursing</li> <li>KSPN Fundamentals of Pharmacology and Safe Medication Administration</li> <li>KSPN Nursing Care of Adults I</li> </ul>
	<p><b><a href="#">COMPLETE ONLINE SELECTIVE ADMISSIONS APPLICATION</a> - <a href="#">SEPARATE FROM COLLEGE APPLICATION</a></b></p> <ul style="list-style-type: none"> <li>Fill out the online selective admissions application thoroughly and completely. <ul style="list-style-type: none"> <li>Applicants will need to select “<b>Yes</b>” when asked “Are you currently enrolled this spring semester in Manhattan Tech's Practical Nursing program?”</li> </ul> </li> </ul> <p><b><i>Note: This form is online and completed only when all applicable materials are able to be uploaded.</i></b></p>
	<p><b>SUCCESSFUL COMPLETION OF NCLEX-PN LICENSING EXAM &amp; REMAIN IN GOOD ACADEMIC STANDING</b></p> <ul style="list-style-type: none"> <li>Additional information can be found on <a href="#">page 5</a>.</li> </ul>
<p><b>All application materials</b> must be received <b>BY THE APPLICATION DEADLINE</b> in order to be considered for that application cycle.</p> <p>Late or incomplete applications will be reviewed based on program capacity and at the discretion of the Dean of Nursing &amp; Health Programs.</p>	

It is the responsibility of the student to ensure that all required materials for application are received by the application deadline date. Reminder calls will not be made if something is missing or does not meet the criteria, and the application may be invalid. The responsibility for a complete and accurate application is the students. Any packets not meeting the above criteria will be reviewed at the discretion of the Dean of Nursing & Health Programs or designee and based upon program capacity.

# Academic Criteria

To be considered for admission in the Associate Degree of Nursing program for August, applicants must meet the following criteria and submit all requested credentials and documentation:

**TO RECEIVE PRIORITY CONSIDERATION, ALL PREREQUISITE COURSES MUST BE COMPLETED BY THE APPLICATION DEADLINE.**

**Any exceptions to those standards are at the discretion of the Dean of Nursing and Health Programs or designee.**

Course Number	Course Title	Credit Hours	Notes
BSC 125*	Anatomy and Physiology	5	Biology is a prerequisite of this course
BSC 205*	Microbiology with Lab	5	Must include a lab & Biology is a prerequisite
COM 105^	English Composition I	3	
COM 115 or COM 116	Public Speaking <b>OR</b> Interpersonal Communication	3	
PSY 125	Human Growth and Development	3	
NTR 105	Nutrition	3	
MAT 109 or MAT 135^	Technical Mathematics II <b>OR Higher ~</b>	3	
PSY 100	General Psychology	3	
<b>Total Credit Hours</b>		<b>28</b>	<b>Table #1</b>
<p><b><i>Applicants must have completed the prerequisite courses with a grade of "C" or higher and a minimum GPA of 2.0.</i></b></p> <p><i>*Course can be completed as one or broken up as two courses (must add up to a minimum of five (5) credit hours.)</i></p> <p><i>^College Placement testing may be required to determine where you place in math and English. Consult your advisor for more information and check well in advance of the semester when you plan to enroll in a math course.</i></p> <p><i>~College Algebra or Higher math course.</i></p>			

The following criteria applies to **CURRENTLY ENROLLED Manhattan Tech Practical Nursing** students:

✓ **2.25 GPA in Manhattan Tech Practical Nursing Courses**

- Attain an overall GPA of at least 2.25 in the first semester of the Manhattan Tech Practical Nursing courses listed below:

Course Number	Course Title	Credit Hours
NUR 107	KSPN Foundations of Nursing	4
NUR 1112	KSPN Fundamentals of Pharmacology and Safe Medication Administration	2
NUR 1175	KSPN Nursing Care of Adults I	5

✓ **Complete Prerequisite Courses – *Noted Above in Table #1***

- Applicants for the ADN program must have completed prerequisite courses with a **cumulative GPA of 2.0 or higher** to be considered for admission. **To receive priority consideration into the bridge program, all prerequisite courses must be completed by the application deadline.** Any grades of "P" will be reviewed for transfer credit at the Registrars discretion. For scoring purposes, a "P" will be awarded as a "C" (2 points).

✓ **Remain in Good Academic Standing**

- Remain in good academic standing within the college, progress toward graduation, and satisfy all financial obligations with Manhattan Area Technical College.

✓ **Successful Completion of NCLEX-PN Licensing Exam**

- Successfully complete the NCLEX-PN licensing exam before courses begin in August.
  - If student is admitted and they are not successful, then they will be administratively withdrawn from August ADN courses and will need to reapply under the transfer-in admission requirements once they have successfully completed the NCLEX-PN licensing exam.

# Non-Academic Criteria

## Requirements for Clinical Education

Manhattan Area Technical College nursing programs require educational experiences that take place in clinical environments. To be eligible for these experiences, students must adhere to individual clinical facility requirements which outline requirements for healthcare students in healthcare settings. To participate in clinical experiences, all documentation must be **current and valid** throughout any clinical course. Please review the immunization exemption information at the end of this section for possible exceptions.

Immunization Requirements
1) <b>Measles, Mumps, Rubella (MMR):</b> This vaccine requires two injections. This vaccine is usually received as a child. If it was not received at that time, it will be required to get two injections at least three months apart, or a titer can be done to prove immunity.
2) <b>Varicella Zoster (Chicken Pox):</b> This vaccine requires two injections at least one month apart, or a titer can be done to show immunity. Proof of disease is not accepted.
3) <b>Tetanus Diphtheria-Pertussis (Tdap):</b> A one-time dose of Tdap is needed. If the Tdap vaccination was administered over ten years ago, a Td (Tetanus) booster is required.
4) <b>Hepatitis B Vaccine (HepB)*:</b> This vaccine is administered in three doses. The first and second dose are one month apart. The third dose is administered 4-6 months after the second dose. Students who lack documentation of the HepB vaccinations are considered unvaccinated and should receive additional doses as identified by their healthcare provider, or a titer can be done to determine immunity.
5) <b>COVID-19 Vaccination*:</b> Clinical sites require students to submit proof of vaccination against COVID.
<b>*Exemption Eligible Vaccine</b>

### Immunization Exemptions\*

Manhattan Tech partners with a variety of healthcare providers to offer clinical and programmatic experiences for our students. Many of these clinical partners require that students meet specific vaccination and health requirements prior to beginning any on-site training. Depending on the clinical site, students may be permitted to request an exemption for certain vaccinations. However, some vaccines are mandated by the clinical agencies, and exemption approvals are not guaranteed. **Approval is at the sole discretion of the clinical facility.**

Students seeking an exemption due to medical or religious reasons must complete the [online immunization exemption request](http://manhattantech.edu/healthcare/exemptions) (<http://manhattantech.edu/healthcare/exemptions>) and provide the required documentation.

Approval of a waiver by a clinical site may result in additional requirements, such as masking, use of enhanced PPE, or routine testing, as determined by the site. All exemptions must be submitted using the appropriate form and may be subject to annual review and renewal by the clinical site. **If a student cannot complete clinical due to immunization requirements, then they cannot complete the course.**

## Additional Requirements

- ✓ **Nursing Essential Skills and Functional Abilities:** [Nursing Essential Skills and Functional Abilities](#) are the essential functions every nursing student is expected to perform and are necessary for successful participation in the nursing program. This form will be completed online at the time the application is submitted. These are necessary to provide safe, ethical, and legal healthcare services. Students participating in the nursing program are expected to demonstrate the essential functions listed in this form, with or without reasonable accommodation. These are applicable in classrooms, laboratories, and clinical settings. The nursing program uses independent clinical education sites that may or may not be able to offer the same reasonable accommodations that are made available by the College. Any student wishing to request reasonable accommodations due to a documented disability must initiate the [process for requesting student accommodations](#).
- ✓ **Comprehensive Physical Exam<sup>^</sup>:** In addition to the mandatory immunization requirements and verifying the Nursing Essential Skills and Functional Abilities, all students enrolled in nursing programs are required to have the comprehensive Physical Exam completed by their health care provider indicating that they can perform the essential functions for the program. Students are required to obtain a physical exam within one (1) year before the start date to verify that there are no major health issues that may affect full participation in Nursing program and the clinical and lab exercises.
- ✓ **Drug Screening<sup>^</sup>:** Please be advised that students enrolled in certain programs which require clinical, or fieldwork study may be required by the placement affiliate agency to undergo and pass a drug screening analysis to be eligible. Students who either fail to pass or refuse to submit to a drug screening analysis will be deemed ineligible for clinical placement, which will affect their status in the program.

## Non-Academic Criteria Continued

- ✓ **TB Skin Test<sup>^</sup>:** Students are required to have a TB Skin test performed and provide documentation of the test results.
- ✓ **BLS certification<sup>^</sup>:** Students must have a Healthcare Provider Level BLS certification that will be active (not expire) throughout the nursing program.
- ✓ **Health Insurance<sup>^</sup>:** Students are required to maintain health insurance coverage while enrolled in the nursing program. Our associated clinical facilities require this of all students.
- ✓ **Criminal Background Check<sup>^</sup>:** The completion of a criminal background check is one of the admission requirements to the nursing program. The background check is required to ascertain:
  - 1) The ability of students to eventually become licensed in the profession **AND**
  - 2) The ability of students to attend mandatory clinical rotations at external facilities in accordance with the requirements of the program.

Because a criminal history can have different effects at the educational, licensure, and employment levels, when a person is considering pursuing a nursing career, it is best to have as much information as possible prior to deciding to enroll in a nursing program. Manhattan Tech encourages individuals who have criminal histories and who are interested in pursuing a nursing career to:

- 1) Contact approved nursing education programs and ask about the programs' enrollment criteria with respect to criminal convictions;
- 2) Review the criminal history information according to the [Kansas Board of Nursing policy 65-1120\\*](#); **AND**
- 3) Contact healthcare facilities and inquire about hiring criteria with respect to criminal convictions.

***\*This regulation deems certain criminal convictions could result in denial or restriction of access to a Kansas nursing license. If you have any questions regarding criminal convictions, contact the [Kansas Board of Nursing](#) for additional clarification.***

**<sup>^</sup> Specific information about the bulleted requirements will be provided at orientation. Please do not submit any of the information until after acceptance and nursing orientation.**

## Admission to the Associate Degree of Nursing (ADN) Program

Admission to Manhattan Tech's ADN program is based on a competitive selection process. Submitting an application does **not** guarantee acceptance into the program. Please refer to [page eight \(8\)](#) of the application packet for the ADN Scoring Rubric.

### Priority Consideration

**Each August**, priority admission is given to students from the **most recent MATC Practical Nursing (PN) graduating class**, provided they meet **ALL** applicable admission requirements in the bridge packet. Once all eligible current MATC PN students have been considered, **ADN Transfer-In** applicants who meet the requirements will be reviewed.

### Prerequisite Courses

If you are admitted to the ADN program but have not yet completed all required prerequisite courses at the time of the application deadline, you must complete the remaining prerequisites with a grade of "C" (2.0) or better before the start of the program. Official transcripts must be submitted to the Registrar to verify course completion. This also applies to alternate list applicants who are later offered a seat.

### Admission Notifications

After the application deadline, completed application files will be scored using the ADN Scoring Rubric. Applicants will be notified of their admission, alternate, or denial **status via their MATC email**:

- **Fall (August) Start:** Notifications sent the **first week of March**.

**Note:** Your MATC email is the **primary method** of communication. Please ensure it is active and regularly checked.

### Accepting Your Seat

If you are offered a seat, you must submit an **online letter of intent** by the deadline in your notification, **confirming whether you accept or decline the offer**. If you choose to accept, you must also **pay the non-refundable \$100 deposit online** at the same time to secure your seat. This deposit will be applied toward your tuition and fees once classes begin.

**Important:** Failure to respond by the deadline will result in **loss of your seat**. If you choose to **defer or withdraw** after accepting, your deposit will be **forfeited**.

## Associate Degree of Nursing Bridge Admissions Scoring Rubric

Since the Associate Degree of Nursing program is a selective admission program, the scoring rubric (located below) will be used to determine the applicants selected. Any tiebreaker will be based upon the MATC Practical Nursing GPA and, if necessary, overall Non-Nursing GPA. To be considered for priority admission, applicants must have a valid score in each category of the rubric. "N/A" is not considered a valid score. **If an applicant does not have a score for any category listed, they will not qualify for priority admission and their application will instead be reviewed on a case-by-case basis.** Applicants who do not qualify for admission are strongly encouraged to meet with an academic advisor to discuss ways to improve their scores for future consideration.

Part A – Pre-Requisites, ATI A&P Score, PN Program GPA					
Points	1	2	3	4	Scores
Letter Grade of: • Anatomy and Physiology	N/A	C	B	A	
Letter Grade of: • Microbiology <u>with Lab</u>	N/A	C	B	A	
Letter Grade of: • Human Growth & Development	N/A	C	B	A	
Letter Grade of: • Nutrition	N/A	C	B	A	
Letter Grade of: • General Psychology	N/A	C	B	A	
Letter Grade of: • Technical Mathematics II <b>OR</b> • College Algebra or Higher	N/A	C	B	A	
Letter Grade of: • Public Speaking <b>OR</b> • Interpersonal Communication	N/A	C	B	A	
Letter Grade of: • English Composition I	N/A	C	B	A	
Non-Nursing GPA	2.0-2.9	3.0-3.49	3.5-3.99	4.0	
MATC Practical Nursing GPA Courses	2.25-2.9	3.0-3.49	3.5-3.99	4.0	
<b>Total Section A</b>					
Part B – Additional Points					
Points	1	2	3	4	Scores
College Algebra or Higher	Yes	N/A	N/A	N/A	
<b>Total of Section B</b>					
<b>Total of Sections A and B</b>					

*Any transfer credit granted with a grade of "P" will be awarded "C" (2 points).*

To be considered for admission into the Associate Degree of Nursing (ADN) program, your **Manhattan Tech Admissions Application**, along with the required **online Selective Admission Application** and all supporting documents, must be received **on or before the application deadline**. Incomplete applications or those submitted after the deadline may not be considered. Any application packet that does not meet these requirements will be reviewed **only at the discretion of the Dean of Nursing & Health Programs or their designee, and only if program capacity allows**.



# Student Responsibilities Upon Acceptance

Once accepted into the Associate Degree of Nursing (ADN) program, students are required to attend a **mandatory program orientation**:

- **January Start:** Orientation typically held in **November**
- **August Start:** Orientation typically held in **May**

Details about your orientation (including date and time) will be included in your acceptance letter.

## Required Items After Orientation

**Important:** Do not submit any of the following items until after acceptance and orientation. Detailed instructions will be provided at that time.

Students are responsible for any associated fees on the items listed below.

- ✓ **Laptop Requirement**
  - Laptops are required for all nursing students. *Windows-based devices are preferred.*
  - See full electronic requirements below\*.
- ✓ **Comprehensive Physical Exam and Immunization Follow-Ups**
  - A physical exam is required within **one (1) year before the start date** to ensure you can fully participate in the program, including lab and clinical activities. A required form will be provided at orientation.
  - Immunization records will be reviewed, and appropriate follow-up actions will be taken based on the results of the review.
- ✓ **TB Skin Test**
  - Students must provide documentation of a **TB Skin Test**. Depending on results, one or two tests may be needed. Full instructions will be given at orientation.
- ✓ **BLS Certification**
  - You must hold a current **Healthcare Provider-level BLS certification from the American Heart Association**. It must remain active throughout your time in the program.
- ✓ **Background Check**
  - A background check must be completed through [Verified Credentials](#).
- ✓ **Drug Screen**
  - A **negative drug test** is required to participate in clinical experiences.
- ✓ **Health Insurance**
  - All ADN students are required to maintain **active health insurance** while enrolled in the program.

**Note:** Failure to submit these items by the first day of class may result in dismissal from the program.

## Electronic Requirements Upon Acceptance\*

All ADN students must bring a laptop to class that meets the following specifications:

### Minimum Requirements:

- **Operating System:** Windows 10 or newer, macOS 10.14 Mojave or newer, or Ubuntu 20.04 LTS or newer
- **Processor/Memory:** Intel Core i5 or AMD Ryzen (or better), **8GB RAM** minimum
- **Software:** Microsoft Office (provided free to full-time MATC students)
- **Browser:** Mozilla Firefox or Google Chrome
- **Internet:** Reliable cable or DSL connection is strongly recommended
- **Important:** Chromebooks and tablets are not supported for required testing software

A full list of system requirements is available [online](#).

## Reapplication

Current MATC PN Applicants who are not selected for admission are encouraged to submit a new Associate Degree of Nursing packet for the following admission term. However, applicants will need to complete and meet the standards according to the [Transfer-In ADN Information Packet](#). Manhattan Area Technical College Admissions Applications are good for three (3) years. Those not selected for admission are encouraged to discuss increasing their rubric scores with their advisor.

## Nursing Essential Skills and Functional Abilities

The essential skills and functional abilities outline reasonable expectations of a student in a professional nursing program for the performance of common functions. The student must be able to meet the following requirements to apply for admission and continuation in a nursing program.

**Minimum abilities expected include, but are not limited to the following:**

Essential Functions	Definitions	Examples
Observation	Ability to participate actively in all demonstrations, laboratory exercises, and clinical experiences in the Nursing program component and to assess and comprehend the condition of all clients assigned to him/her for examination, diagnosis, and treatment. Such observations and information usually require functional use of visual, auditory, and somatic sensations.	<ul style="list-style-type: none"> <li>• Visually discriminating incremental readings on syringes and other various medical equipment</li> <li>• Visually discriminating between different colored objects</li> <li>• Discriminating between auditory stimuli</li> <li>• Perform a comprehensive assessment of patients</li> </ul>
Communication	Ability to communicate effectively in English using verbal, non-verbal, and written formats with faculty, students, clients, families, and all members of the healthcare team. Ability to read English and interpret without assistance.	<ul style="list-style-type: none"> <li>• Patient teaching</li> <li>• End of shift reports</li> <li>• Documentation in legal records/charts</li> <li>• Medication records</li> <li>• Transcribe doctor's orders from a chart, interpret, and implement</li> <li>• Collaborate with members of a healthcare team</li> </ul>
Motor	Sufficient motor ability to execute the movement and skills required for safe and effective care and/or emergency treatment.	<ul style="list-style-type: none"> <li>• Standing for long periods of time (8-12 hrs./day)</li> <li>• Lifting up to 50 lbs.</li> <li>• Performing one person and/or two-person transfers</li> <li>• Turning, log rolling, and ambulating another person</li> <li>• Manipulating equipment</li> <li>• Performing patient care procedures with finger and manual dexterity (i.e., starting IVs, phlebotomy, dressing changes, catheterization)</li> </ul>
Intellectual	Ability to collect, interpret, and integrate information and make decisions. Ability to read and interpret the English language without assistance.	<ul style="list-style-type: none"> <li>• Transcribe orders from a chart, interpret the orders, and intervene</li> <li>• Display critical thinking abilities in planning patient care- analyze data, formulate a diagnosis, and prioritize care</li> </ul>
Behavioral and Social Attributes	Possess the emotional health and stability required for full utilization of the student's intellectual abilities, the exercise of good judgment, the prompt completion of all academic and patient care responsibilities, and the development of mature, sensitive, and effective relationships with clients and other members of the healthcare team. Possess the ability to tolerate taxing workloads, function effectively under stress, adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in clinical/practicum settings with patients. Possess compassion, integrity, concern for others, and motivation. Possess the ability to demonstrate professional behaviors and a strong work ethic and respect professional boundaries.	<ul style="list-style-type: none"> <li>• Utilize intellectual abilities</li> <li>• Exercise good judgment and complete tasks within required time limits</li> <li>• Demonstrate the emotional health required for full utilization of intellectual abilities and exercise of good judgment</li> <li>• Show integrity, concern for others, interpersonal skills, interest, and motivation</li> </ul>

**Notice:** Students participating in the ADN Program are expected to demonstrate the essential functions listed in this form, with or without reasonable accommodation. These are applicable in classrooms, laboratories, and clinical settings. The nursing program uses independent clinical education sites that may or may not be able to offer the same reasonable accommodations that are made available by the College. Any student wishing to request reasonable accommodations due to a documented disability must initiate the [process for requesting student accommodations](#).