



2015 RESPIRATORY THERAPY PROGRAM APPLICANT ADMISSION INFORMATION

APPLICATION and REQUIREMENTS DEADLINE: March 15, 2015

NOTE: CVCC reserves the right to change curriculum and admission requirements without prior notice. For additional information on this program, see www.cvcc.edu/health_services/. When the deadline occurs on a weekend, all materials are due in Student Services office by 5:00pm on the Friday before the deadline.

We are glad you have chosen CVCC to further your educational goals. This packet provides information to assist you with the admissions and selection process for the Respiratory Therapy program. **Please carefully review all information provided in this packet.** If you have questions regarding this information, please contact Cathy Bitsche, Respiratory Therapy Program Director, at 828/327-7000, extension 4391, or at cbitsche@cvcc.edu, Jason Elder, Director of Clinical Education, at 828/327-7000, extension 4083 or at jelder@cvcc.edu, or Student Services at extension 4216 or at healthcare@cvcc.edu.

General Information

For general information related to the profession of respiratory therapy, refer to the Bureau of Labor Statistics provided by the U.S. Bureau of Labor at <http://www.bls.gov/ooh/healthcare/respiratory-therapists.htm>. For additional information about the Respiratory Care Profession: <http://www.AARC.org>.

What is the class schedule/length for the Respiratory Therapy program? Respiratory classes are held during the day. Students are expected to participate in classroom, laboratory, and clinical experiences. The Respiratory Therapy program consists of five semesters, taking two years to complete. Graduates of the program qualify for exams offered by the National Board for Respiratory Care to obtain national credentials. National credentials are required for licensing to practice by the NC Respiratory Care Board. Applicants who wish to do so may take the general education/related coursework for the Respiratory Therapy program prior to being admitted to the program. Please note that taking these courses does not shorten the length of the program as the actual Respiratory courses take two years (five semesters) to complete.

Admission: The Respiratory Therapy program begins in the Fall Semester. Admission to the program is based upon completion of all minimum requirements as listed on the attached "Minimum Admission Requirements-MARS" page by the specified deadline date, the number of vacancies in the program, and the competitive selection process. To begin the admissions process, attend a *Starting Points Information Session*, complete the admission file (see Phase 1 – MARS 1 page 3), and meet with an admissions staff member in Student Services.

Costs: College tuition is set by the North Carolina State Legislature and is subject to change. Students are required to purchase a variety of books, clinical uniforms, malpractice insurance, accident insurance, and

other fees as set by the College. The approximate cost for the Respiratory Therapy program is \$4500. (This figure is based upon in-state tuition rates and reflects an approximate cost only.)

Financial Aid: All applicants are encouraged to apply for financial aid by completing the Free Application for Federal Student Aid ([FAFSA](#)). For information about financial aid, contact the Financial Aid Office at 828-327-7000 or visit online at http://www.cvcc.edu/Student_Services/Financial_Aid/.

Computer Access: Coursework requires ready access to a reliable computer with Word, PowerPoint, Excel, and internet access. Upon application to CVCC, students are assigned a CVCC email address. It is the student's responsibility to open his/her email account frequently as the College provides crucial program information through this email account.

- **IMPORTANT NOTE REGARDING CVCC EMAIL:** Your CVCC email account is the primary method of communication between the College and you. **Please check your CVCC email regularly.** You will be notified of your accepted or non-accepted status via CVCC email within 2-3 months after the APPLICATION and REQUIREMENTS DEADLINE (see page 1).

Criminal Background Checks:

Carefully read the information below regarding background checks, drug testing, and the result of a negative background check.

- Some clinical facilities will require students to undergo criminal background checks and/or drug testing.
- The student will be required to pay fees associated with these screenings.
- Clinical facilities may refuse access to clinical experiences based on the criminal background checks and/or drug testing.
- If a clinical facility refuses to allow a student access to a clinical experience, the student will be unable to continue in the program.

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PHASE 1 – MINIMUM ADMISSION REQUIREMENTS (MARs)

To be considered for *PHASE 2, the Competitive Selection*, all applicants must complete PHASE 1 by meeting the Minimum Admission Requirements (MARs) by the APPLICATION and REQUIREMENTS DEADLINE (see page 1).

1. **ATTEND STARTING POINTS* AND COMPLETE ADMISSION FILE.** To officially apply to the program, bring all items that will complete your admission file and meet with an admissions staff member in Student Services. Incomplete admission files will not be processed. A completed admission file consists of:

- Current CVCC admissions application
- Official (sealed) high school or high school equivalency transcript (waived if applicant is a graduate of a regionally accredited 2 or 4-year college)
- ALL official (sealed) college transcripts from ALL originating institutions.

*Starting Points information - http://www.cvcc.edu/Student_Services/Admissions/Information_Sessions.cfm

2. **MEET MINIMUM PLACEMENT TEST REQUIREMENTS.** Placement Testing may be waived by having:
 - College level English or math courses with a minimum grade of "C."
 - Appropriate SAT/ACT scores may waive placement tests:

SAT		ACT	
Writing	500	English	21
Critical Reading	500	Reading	21
Math	580	Math	25

MINIMUM SCORE REQUIREMENTS ARE:

COMPASS		ASSET		CPT	
Writing	70	Writing	41	Writing	86
Reading	81	Reading	41	Reading	80
Algebra	46	Elementary Algebra	41	Elementary Algebra	55

IMPORTANT:

- Applicants who do not meet the above minimum scores must enroll and complete the appropriate developmental courses by the end of the semester prior to the APPLICATION and REQUIREMENTS DEADLINE (see page 1). Note: this additional course work must be added to the student's list of MARs to be completed by the deadline date.
- Placement test results are valid for three (3) years.

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PHASE 1 – MINIMUM ADMISSION REQUIREMENTS (MARS) - CONTINUED

3. ATTEND CVCC RESPIRATORY THERAPY INFORMATION SESSION.

- All applicants must attend a mandatory Information Session.
- Refer frequently to the Respiratory Therapy web page for a listing of available session dates and times. The Respiratory Therapy web page can be found at http://www.cvcc.edu/Health_Services/.

4. MEET REQUIRED CVCC GRADE POINT AVERAGE (GPA).

Prior or currently enrolled CVCC students must have a minimum cumulative (overall) GPA of 2.50 on all CVCC coursework.

5. MEET CHEMISTRY COMPETENCY.

- Applicants must complete a college 100-level course in chemistry at CVCC or another college with a minimum grade of C.
- An official transcript is required to show proof of chemistry if the chemistry course was taken at another accredited college or university other than CVCC.

6. SUBMIT COMPLETED MARS SHEET TO STUDENT RECORDS.

- Once the MARS SHEET is completed, turn in the sheet to Student Records. For information about Student Records hours of operation and location, call 828-327-7000 ext. 4201 or visit online at http://www.cvcc.edu/Student_Services/Student_Records/.

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PHASE 2 – COMPETITIVE SELECTION

The following process will be used to select the best qualified applicants out of those who completed PHASE 1 – Minimum Admission Requirements (MARs) by the APPLICATION and REQUIREMENTS deadline.

- Each applicant will be evaluated using the criteria listed below.
- The points an applicant receives from each of these criteria will be added together.
- Those applicants receiving the highest number of points will be admitted to the program until the class is filled.
- The Respiratory Therapy program expects to accept 15 students.

Criterion 1: Past Academic Performance

- Assignment of points for all general education courses in the RT curriculum
- Assignment of points for the applicant's chemistry grade

Optional Bonus Points: Health Care Experience

- Provide a letter of recommendation from supervisor documenting experience in another health care profession (for additional points, the applicant must have a minimum of six (6) months full-time equivalent since 3/1/12).
- The letter must be on company letterhead, signed by the immediate supervisor, and include the dates of employment.

After initial acceptance, but before the first day of class, applicants are required to:

- Attend an orientation session with the Director of the Respiratory Therapy program
- Submit a [health examination form](#) verifying that he/she appears to be able to participate in the activities of a health professional in a clinical setting.
- Take the TEAS V Exam (after acceptance into the program). For more information on the TEAS V Exam please visit http://www.cvcc.edu/Student_Services/Testing_Center/index.cfm or call (828) 327-7000 extension 4138.

Completion of the MARs is not a guarantee of acceptance. Admission to the program is based on:

- completion of all MARs by the deadline date (see page 1)
- the number of vacancies in the program
- the competitive selection process (MARs 1-6 must be completed by the deadline to be considered ready for the selection process.)

IMPORTANT INFORMATION:

- If there are vacancies in the program after the competitive selection process is complete, applicants who applied by the specified deadline date and who will successfully complete the minimum requirements for admission by the end of spring semester would be eligible to be **considered** for admission.
- The March and (if needed) May selections will be based on the competitive admission policy and available vacancies in the program.
- Applicants are responsible for completing admission requirements and making sure all materials have been submitted to the College by the deadline date.
- Applicants are responsible for informing the College of any personal information changes. Follow the instructions on the CVCC Records Department web page to change personal information: http://www.cvcc.edu/Student_Services/Student_Records/Personal_Information_Changes.cfm

IF NOT ACCEPTED FOR FALL 2015:

- Meet with an admissions staff member in Student Services to re-apply for the next application year.
- CVCC does NOT use waiting lists.
- Health program applicants must re-apply for each year they wish to be considered for admissions.

RESPIRATORY THERAPY - Selection Process Tally Sheet

*This tally sheet is provided for **informational purposes only** and is subject to change without notice.
The official tally sheet used for calculation will determine points used in selecting the class.*

Criterion 1: Points for General Education Courses and Chemistry

<u>General Education Course/Point Assignment</u>	<u>College (if not CVCC)</u>	<u>Course (if not one listed)</u>
BIO 168 Basic Anatomy and Physiology I <input type="checkbox"/> A = 16 <input type="checkbox"/> B = 12 <input type="checkbox"/> C = 8	_____	_____
BIO 169 Basic Anatomy and Physiology II <input type="checkbox"/> A = 16 <input type="checkbox"/> B = 12 <input type="checkbox"/> C = 8	_____	_____
BIO 275 General Microbiology <input type="checkbox"/> A = 16 <input type="checkbox"/> B = 12 <input type="checkbox"/> C = 8	_____	_____
Humanities/Fine Arts Elective <input type="checkbox"/> A = 8 <input type="checkbox"/> B = 4 <input type="checkbox"/> C = 2	_____	_____
ENG 111 Expository Writing <input type="checkbox"/> A = 8 <input type="checkbox"/> B = 4 <input type="checkbox"/> C = 2	_____	_____
ENG 112 or 113 or 114 <input type="checkbox"/> A = 8 <input type="checkbox"/> B = 4 <input type="checkbox"/> C = 2	_____	_____
Social/Behavioral Science Elective <input type="checkbox"/> A = 8 <input type="checkbox"/> B = 4 <input type="checkbox"/> C = 2	_____	_____
CHM 130 or higher <input type="checkbox"/> A = 16 <input type="checkbox"/> B = 12 <input type="checkbox"/> C = 8	_____	_____
CHM 130A <input type="checkbox"/> A = 4 <input type="checkbox"/> B = 3 <input type="checkbox"/> C = 2	_____	_____

(A 100-level chemistry will be accepted, but CHM 130 is recommended)

IMPORTANT NOTE REGARDING REQUIRED BIO COURSES FOR 2015 ADMISSION INTO THE RESPIRATORY THERAPY PROGRAM AT CVCC: All 2015 Respiratory applicants will be required to take BIO 168, BIO 169, and BIO 275. BIO 163 AND BIO 175 WILL NOT SATISFY THE 2015 BIOLOGY REQUIREMENTS FOR ADMISSION INTO THE RESPIRATORY THERAPY PROGRAM.

Criterion 1 Point Total: _____ (Maximum 100 Points)

Optional Bonus Points – Work Experience: _____ (Maximum 12 Points)

Optional Bonus Points - Advanced Degree: _____ (AA/AS/AAS = 1 pt; BA/BS = 4 pts; MA/MS = 8 pts.)

**Criterion 1 Points: _____ + Optional Work + Optional Degree: _____ = Total Points: _____
(Max 100 Points) (Max 12 Points) (Max 8 Points) (Max 120 Points)**

RESPIRATORY THERAPY - Essential Functions for RT Students

The following activities are examples of the types of activities which a student in the Respiratory Therapy program will be required to perform in order to successfully complete the program. Please note that these examples are not all inclusive.

- 1. Critical Thinking:** Respiratory Therapy students should possess critical thinking ability sufficient for clinical judgment. For example: students must be able to identify cause and effect relationships in clinical situations; develop and/or participate in the development of respiratory care patient plans.
- 2. Interpersonal Skills:** Respiratory Therapy students shall possess interpersonal abilities sufficient for interaction with individuals, families, groups, etc. from a variety of social, emotional, cultural, and intellectual backgrounds. A student must be able to establish rapport with patients, families and other health care members.
- 3. Communication Skills:** Respiratory Therapy students shall possess communication skills sufficient for interaction with others in verbal and written form. For example: explain treatment procedures, initiate health teaching, document and interpret therapeutic interventions and patient/client responses.
- 4. Mobility:** Respiratory Therapy students shall possess physical abilities sufficient to move room to room and maneuver in small spaces, stand and walk extensive periods of time. For example: move around in patient's rooms, work spaces and treatment areas, administer cardiopulmonary procedures.
- 5. Motor Skills:** Respiratory Therapy students shall possess gross and fine motor abilities sufficient to provide safe and effective respiratory care procedures. For example: set up, calibrate and use equipment, position patients/clients, perform CPR.
- 6. Hearing:** Respiratory Therapy students must possess auditory ability sufficient to monitor and assess health needs. For example: hear monitor alarms, emergency signals, auscultatory breath and heart sounds, cries for help.
- 7. Visual:** Respiratory Therapy students shall possess visual ability sufficient for observation and assessment necessary for patient care. For example: observe patient/client responses, see calibration and alarms for equipment, patient assessment.
- 8. Tactile:** Respiratory Therapy students shall possess tactile ability sufficient for physical assessment. For example: auscultation, percussion, palpation and the therapeutic modalities related to therapeutic interventions. For example: insertion of arterial lines, chest tubes, perform percussion and vibration treatments.
- 9. Weight-Bearing:** Respiratory Therapy students shall possess the ability to lift and/or manipulate 45-50 lbs. For example: position patients/clients, move equipment.
- 10. Cognitive Abilities:** Respiratory Therapy students shall possess ability to be oriented to time, person and place, organize responsibilities, and make decisions. For example: student shall assess patient/client complaints and implement appropriate treatment.
- 11. Occupational Exposures:** Respiratory Therapy students may be exposed to communicable diseases and/or body fluids, toxic substances, medicinal preparations and latex. Students shall use appropriate precautions at all times. For example: student may be assigned a client/patient with a communicable disease and shall provide total care using universal precautions.

Respiratory Therapy Program - Estimated additional costs

The costs listed below are **estimates**. Please be aware these costs are subject to change without notice.

Items/Services	Estimated Costs
Physical required prior to acceptance	\$120.00
Scrubs (2 sets) & Lab Coat (1)	\$150.00 (First Spring Semester)
Clinic Shoes (white tennis shoes or nurses shoes, leather with closed heel and toe)	\$100.00 (First Spring Semester)
Criminal Background Check/Drug Test	\$105.00
Medical Malpractice Insurance	Approximately \$55.00/year (Each Fall)
Stethoscope, scissors, HEPA mask, calculator, goggles for clinical use	\$165.00 (First Spring Semester)
Vaccines required for clinical – Hep B x 2, TDAP, Varicella x 2, MMR x 2, TB x 2	\$648.00
Travel costs to clinical sites	\$500.00
AHA life support certification cards	\$65.00
Review for Boards - ordered through Kettering National Seminars	\$415.00
Final Mock Exams	\$100.00
NC License Fee	\$220.00
Credentialing Fee: \$190.00 for CRT/\$390 for RRT	\$580.00
Pinning Ceremony – provided by the underclassmen for the graduating class	Based on Student Planning/Fund Raising (@ \$20.00)
Pins	\$50.00 (Final Spring Semester)
Total	\$3,173.00

These estimates do not include tuition and fees, which are set by the state. Please factor in the cost of tuition and fees when planning your finances.

- A flu shot is strongly encouraged prior to start of clinical. Approximate cost is \$25.00.
- Most Respiratory textbooks are purchased the 1st semester of the program, and will cost approx. \$500 - \$600. Book costs the remaining semesters will be approx. \$100/semester.

Remember: To be considered for Fall, application and all minimum admission requirements must be met by APPLICATION and REQUIREMENTS DEADLINE (see page 1). **Applicants will be notified of acceptance in May 2015.**

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