

CAAN Academy of Nursing

2020 – 2021 Practical Nursing (PN) Student Catalog Amended Policies/Criteria

The following validates modifications made to the 2018 -2019 for 2020 – 2021 PN Student Catalog:

2018 – 2019 Student Catalog Policies/Criteria	2020-2021 Amended Student Catalog Policies/Criteria
<p><u>Admission Requirements/Procedures: Prerequisite Coursework</u></p> <ul style="list-style-type: none"> ▪ Medical Terminology* ▪ English ▪ Math (090 or greater) ▪ Psychology ▪ A&PI (Sciences must have been completed within the last 5 years) ▪ Basic Computer Skills* 	<p><u>Admission Requirements/Procedures: Prerequisite Coursework</u></p> <ul style="list-style-type: none"> ▪ Medical Terminology* ▪ English ▪ Math (090 or greater) ▪ Psychology ▪ A&PI (5-year Expiration removed) ▪ Basic Computer Skills* <p style="text-align: right;">Initial: ____</p>
<p style="text-align: center;"><u>Tuition</u></p> <p>Tuition Cost - \$21,000.00 Books* - \$400.00 Student Service Charge - \$650.00 CAAN Academy Uniform - \$200.00 ATI Comprehensive Package - \$405.00 NCLEX Exam (subject to change by testing facility) - \$350.00 Total Cost of Attendance - \$23,085.00</p>	<p style="text-align: center;"><u>Tuition</u></p> <p>Tuition Cost - \$21,200.00 Books* - \$400.00 Student Service Charge - \$650.00 CAAN Academy Uniform - \$200.00 ATI Comprehensive Package - \$485.00 NCLEX Exam & Fees (subject to change by testing facility) - \$365.00 Total Program Tuition and Fees - \$23,300.00</p> <p style="text-align: right;">Initial: ____</p>
<p><u>Readmission: Bullet Point #10</u></p> <p>Students seeking re-entry are required to take the ATI Exam(s) for the semester prior to the course to be repeated and achieve required benchmark. Students who are unsuccessful in passing their readmission's ATI will be allowed a second attempt to take the ATI after 30 days. A student who fails to pass their readmission ATI will have to repeat that course for the failed readmission's ATI.</p>	<p><u>Readmission: Bullet Point #10</u></p> <p>Students seeking re-entry in Fundamentals Course are required to take a written Fundamentals exam, if unsuccessful in passing the Fundamentals exam after two (2) attempts (2nd after 30 days) is then ineligible for readmission into the program.</p> <p>For re-entry to any of the other courses the ATI Exam(s) for the prior course is administered with designated benchmark required. Students will be allowed two attempts with the 2nd attempt after 30 days. A student who fails to pass their readmission ATI will have to repeat that course for the failed readmission's ATI.</p> <p style="text-align: right;">Initial: ____</p>

<p align="center"><u>Requirements for Graduation & Certificate of Award Presentation</u></p> <p>Students must complete all required 1180 Clock Hours with at least a C grade (77.5% = 78%) in all courses. They will receive at the end of the final course PN300 Role Synthesis (RS) the ATI proctored Comprehensive exam, also known as the national standardized exit exam (NSEE).</p> <p>The student must achieve a minimum satisfactory score (currently 70.0%) equaling to a 94% (this score is subject to change as indicated by ATI) probability success rate for the NCLEX-PN exam. The NSEE exam is worth 30% of the Role Synthesis 100% Course grade. The student will have two (2) opportunities to take and achieve the maximal percentage of 30%, and minimal percentage of 15% on the NSEE. The student is able to earn 30% on first attempt and 15% on second attempt.</p> <p>If both exams are failed the student will lose the entire percentage required and will receive a zero (0). In this case, the maximal percentage that is possible for the student to earn for the RS course would be 70%. Therefore, the student will have failed the RS course and will have to repeat the RS course, if eligible.</p>	<p align="center"><u>Requirements for Graduation & Certificate of Award Presentation</u></p> <p>Students must complete all required 1180 Clock Hours with at least a C grade (77.5% = 78%) in all courses. They will receive at the end of the final course PN300 Role Synthesis (RS) the ATI proctored Comprehensive exam, also known as the national standardized exit exam (NSEE).</p> <p>The student must achieve a minimum satisfactory score (currently 76%) equaling to a 96% (this score is subject to change as indicated by ATI) probability success rate for the NCLEX-PN exam. The NSEE exam is worth 30% of the Role Synthesis 100% Course grade. The student will have two (2) opportunities to take and achieve the maximal percentage of 30%, and minimal percentage of 15% on the NSEE. The student can earn 30% on first attempt and 15% on second attempt.</p> <p>If both exams are failed the student will lose the entire percentage required and will receive a zero (0). In this case, the maximal percentage that is possible for the student to earn for the RS course would be 70%. Therefore, the student will have failed the RS course and will have to repeat the RS course, if eligible.</p> <p align="right">Initial: _____</p>
<p align="center"><u>Issuance of Certificates: PN Certificate Criteria</u></p> <p>Successful completion of the PN program requires a 77.5% minimum in all six (6) courses with submission of all required coursework.</p> <p>Students must achieve 70.0% = 94% on the proctored ATI Comprehensive Predictor probability exam (also known as the National Standardized Exit Exam – NSEE).</p>	<p align="center"><u>Issuance of Certificates: PN Certificate Criteria</u></p> <p>Successful completion of the PN program requires a 77.5% minimum in all six (6) courses with submission of all required coursework.</p> <p>Students must achieve 76% = 96% on the proctored ATI Comprehensive Predictor probability exam (also known as the National Standardized Exit Exam – NSEE) and Completion of the Pharmacology requirements (see Pharm Policy III).</p> <p align="right">Initial: _____</p>
<p align="center"><u>Issuance of Certificates: Pharmacology/IV Certificate Criteria</u></p> <p>Student must complete the total of; 32 hours in theory and 64 hours in lab and clinical with the administration of medication to patients performed under direct supervision of qualified faculty. The student is then eligible to sit for the ATI comprehensive proctored pharmacology exam. After successful achievement of the benchmark score (currently > 69% and subject to change as indicated by ATI) students are eligible to receive a Pharmacology Certificate. On receiving the PN and Pharmacology certificates the student is then eligible to sit for</p>	<p align="center"><u>Issuance of Certificates: Pharmacology/IV Certificate Criteria</u></p> <p>Student must complete the Pharmacology requirements as follows: 32 hours in theory, 64 hours in lab/clinical with administration of medications and demonstration of Intravenous Venipuncture (IV) skill after 10 practice sticks with one (1) proficiently live venipuncture stick embracing holistic values performed under direct supervision of qualified faculty. The student is then eligible to sit for the ATI comprehensive proctored pharmacology exam of which may be taken a total of 2 times. After successfully achieving benchmark score ≥ 70% students are then eligible to</p>

<p>the NCLEX-PN exam for licensure as a Licensed Practical Nurse (LPN).</p>	<p>receive a Pharmacology Certificate. If Pharmacology ATI is not passed in 2 attempts, student will then have failed the Pharmacology component and will be ineligible to receive PN Certificate of completion which requires Pharmacology with Venipuncture certification. Student will be offered to retake Role Synthesis (RS) Course at CAAN or Pharmacology course at institution of their choice. After completion of the course student then will submit transcript to retake a 3rd ATI Pharmacology Comprehensive examination with required benchmark of $\geq 70\%$ and validation of successful Live Venipuncture stick demonstration must be performed.</p> <p>On receiving the PN and Pharmacology certificates the student is then eligible to sit for the NCLEX-PN exam for licensure as a Licensed Practical Nurse (LPN).</p> <p style="text-align: right;">Initial: _____</p>
<p><u>RETURN OF TITLE IV POLICY (R2T4)</u></p> <p>The order of returning Title IV funds (R2T4):</p> <ol style="list-style-type: none"> 1. Unsubsidized Direct Loan 2. Subsidized Direct Staff Loan 3. Perkins Loan 4. Direct Grad PLUS Loan 5. Direct Parent PLUS Loan 6. Pell Grant 9. FSEOG 10. TEACH Grant 11. Iraq & Afghanistan Service Grant 	<p><u>RETURN OF TITLE IV POLICY (R2T4)</u></p> <p>To calculate the percentage of Title IV earned, divide the hours scheduled to have been completed as of the withdrawal date in the payment period by the number of clock hours in the payment period:</p> <p>Ex: $300/450 = 67\%$, the student must have completed more than 60% to have earned 100% of the aid received. If the student has not completed more than 60% then the unearned calculation is as follows:</p> <p>EX: $150 / 450 = 33\%$ (earned). $100\% - 33\% = 67\%$ (unearned) unearned percentage is multiplied by all Title IV funds received.</p> <p>Unearned Aid Percentage X Total Title IV Aid received = Total Unearned Aid</p> <p>The order of returning Title IV funds (R2T4):</p> <ol style="list-style-type: none"> 1. Unsubsidized Direct Stafford Loan 2. Subsidized Direct Stafford Loan 3. Direct Parent PLUS Loan 4. Pell Grant 5. Other <p style="text-align: right;">Initial: _____</p>

<p align="center"><u>Disclosure for State-Specific Educational requirements for Licensure or Credentialing</u></p> <p align="center"><u>n/a</u></p>	<p align="center"><u>Disclosure for State-Specific Educational requirements for Licensure or Credentialing (Effective as of 01/2022 by accrediting agency ABHES)</u></p> <p>CAAN Academy of Nursing is an institution that is approved by Illinois Board of Higher Education (IBHE) and Illinois Department of Financial and Professional Regulation (IDFPR) to provide a nursing curriculum that meets the State of Illinois Board of Nursing requirements for a student to obtain licensure as a Licensed Practical Nurse (LPN) and/or Registered Nurse (RN).</p> <p>CAAN Academy is obligated to evidence that it provides general disclosures regarding whether completion of the program would be sufficient to meet licensure or credentialing requirements in the state where the student is <i>physically located (where student indicate they are located at the time of application or enrollment and upon receipt of information from the student that their location has changed)</i>. Below you will find our institution disclosure for State specific educational requirements for licensure and/or credentialing:</p> <p>Students are required to Attest their understanding of our inability to determine which states outside of Illinois that meets their curriculum educational requirements.</p> <p align="right">Initial: _____</p>
<p>AMERICANS WITH DISABILITIES ACT (ADA)/SPECIAL ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES</p> <p>The Americans with Disabilities Act (ADA) 1990 legislation, (P.L. 101-336), requires that <i>“No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, program, or activities of a public entity or be subjected to discrimination by any such entity.”</i> These laws include people with learning, physical, and/or emotional disabilities and protect them in two general areas of accommodations: facilities and the job or educational setting. The requests for special accommodations must be supported with appropriate documentation of the disability.</p> <p>All documentation should be submitted to the Program Director in the Program Department</p>	<p>AMERICANS WITH DISABILITIES ACT (ADA)/SPECIAL ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES</p> <p><u>Disability Support Services</u></p> <p><i>Students admitted to the School of Nursing must be capable of meeting all admission and progression criteria as well as fulfilling the Essential Functions of Nursing Students. (See Chart Below)</i></p> <p><i>The Southwest Disability Services (DSS) Chicago Heights (708) 753-1670, provides assistance to students who qualify for reasonable accommodation under the Americans with Disabilities Act (ADA), and Sections 504 and 508 of the Rehabilitation Act. Reasonable accommodations may be granted, based upon verification with appropriate documentation, for chronic illnesses, neurological conditions, learning disabilities, psychiatric illnesses, mobility impairments, and other conditions or impairments that limit one or more of life's major activities.</i></p> <p>The Americans with Disabilities Act (ADA) 1990 legislation, (P.L. 101-336), requires that <i>“No qualified individual with a disability shall, by reason of such</i></p>

<p>upon registration into programs. Documentation must be the following: Current, within the past (3) three years; provided by an agency or individual licensed to provide such documentation (doctor, psychologist, social worker, etc.); and submitted to the Program Director in a timely manner.</p> <p>The Program Administrative Team will review the documentation and determine the reasonable accommodations that may be made for the student. A formal meeting will be called between the Program Director and the student to discuss the accommodations to be made. CAAN Academy is not required to provide any special accommodations if the student does not follow the above procedures.</p>	<p><i>disability, be excluded from participation in or be denied the benefits of the services, program, or activities of a public entity or be subjected to discrimination by any such entity.”</i> These laws include people with learning, physical, and/or emotional disabilities and protect them in two general areas of accommodations: facilities and the job or educational setting. The requests for special accommodations must be supported with appropriate documentation of the disability.</p> <p>All documentation should be submitted to the Program Director in the Program Department upon registration into programs. Documentation must include the following: Current, within the past (3) three years, provided by an agency or individual licensed to provide such documentation (doctor, psychologist, social worker, etc.), and submitted to the Program Director in a timely manner.</p> <p>The Program Administrative Team will review the documentation and determine the reasonable accommodations that may be made for the student. A formal meeting will be called between the Program Director and the student to discuss the accommodations to be made. CAAN Academy is not required to provide any special accommodations if the student does not follow the above procedures.</p> <p style="text-align: right;">Initial: _____</p>
<p style="text-align: center;"><u>Media Consent and Release Agreement</u></p> <p>Students who attend CAAN Academy of Nursing are occasionally asked to be a part of publicity, publications and/or other public relations activities. In order to guarantee student privacy and to ensure your permission for your participation CAAN asks that you sign this form.</p> <p>This Agreement below indicates approval for the student’s name, picture, work, voice or verbal statement to appear in CAAN publicity or publications, video or on the website (www.caanacademy.org) For example, pictures of students and articles about school activities may appear in newspapers or publications published by CAAN or any of our partnership agencies. These pictures and articles may or may</p>	<p style="text-align: center;"><u>Media Consent and Release Agreement</u></p> <p>Students who attend CAAN Academy of Nursing are occasionally asked to be a part of publicity, publications and/or other public relations activities. In order to guarantee student privacy and to ensure your permission for your participation CAAN asks that you sign this form.</p> <p>This Agreement below indicates approval for the student’s name, picture, work, voice or verbal statement to appear in CAAN publicity or publications, video or on the website (www.caanacademy.org) For example, pictures of students and articles about school activities may appear in newspapers or publications published by CAAN or any of our partnership agencies. These pictures and articles may or may not personally</p>

not personally identify the student, and the pictures and/or videos may be used by CAAN in subsequent years.

AGREEMENT

CAAN agrees that the student's name, voice, work, verbal statements, portraits, or pictures shall only be used for public relations, public information, school promotions, publicity and instruction.

The student acknowledges understanding and agrees that:

- No monetary consideration shall be paid
- Consent and release have been given without coercion or duress
- The agreement is binding upon heirs and/or future legal representatives
- The student's name, photographs, video, work and/or statement may be used in subsequent years
- If the student has special needs, no such identification will be released.

If the student wishes to cancel the Agreement with CAAN, they may do so at any time with written notice.

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Refusal Statement

- I refuse to consent to CAAN Academy of Nursing's Media Consent and Release Agreement. I take full responsibility in removing myself from school activities, on and/or off campus, that may capture my likeness in photos, videos, audio, etc. I understand that CAAN is not liable if I fail to remove myself from media presence.

Initial: _____

**AMERICANS WITH DISABILITIES ACT (ADA)/SPECIAL ACCOMMODATIONS
FOR STUDENTS WITH DISABILITIES**

Functional Ability/Category	Standard
Motor Abilities	Physical abilities and mobility sufficient to execute gross motor skills, physical endurance, and strength, to provide patient care.
Manual Dexterity	Demonstrate fine motor skills sufficient for providing safe nursing care.
Perceptual/Sensory Ability	Sensory/perceptual ability to monitor and assess patients.
Behavioral/Interpersonal/Emotional	Ability to relate to colleagues, staff and patients with honesty, civility, integrity, and nondiscrimination.
Safe environment for patients, families and co-workers	Ability to accurately identify, effectively communicate, administer medications safely and operate equipment safely etc.
Communication/Cognitive/Conceptual/Quantitative Abilities	Ability to communicate in English with clarity and efficiency (including non-verbal) with patients, families, and healthcare team members etc. Ability to read comprehend and solve problems involving measurements, calculations and analyze etc. Ability to gather data, develop a plan of action, evaluate treatment plans etc.
Punctuality/work habits	Ability to adhere to CAAN policies & procedures as described in Student Catalog. Ability to complete classroom, lab and clinical assignments at required time. Ability to adhere to classroom and clinical schedules.

I have received and reviewed the amended Student Catalog policies/criteria and will abide by its procedures as a condition of my position as a student in the CAAN Academy Nursing Program, effective immediately.

Student Name (Print: Last, First): _____ Initials: _____

Signature: _____

Date: _____