

# THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES NURSING PROGRAM POLICY NO. 312

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## Subject: Advanced Standing for LPN

Responsibility: Curriculum Committee  
Reviewed/Revised: May 2007

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### Purpose

To provide an articulation option for qualified Licensed Practical Nurses (LPN) who wish to continue their nursing education.

### Academic Requirements and Considerations

Applicants requesting advance standing must meet the following criteria:

- Graduated from an accredited program such as NLNAC or a vocational technical school accredited by the Commission of the Council on Occupational Education
- Hold a current LPN license without restrictions and not pending disciplinary action
- Meet current admission requirements for the nursing program

### Admission Procedure

Consideration for the program will be on an individual basis. Placement is contingent upon program and course openings.

The process begins when an applicant notifies the Admissions Department that they are a LPN seeking Advance Placement. The Admissions Department is responsible to verify that the applicant meets the requirements for the Advance Placement Program.

In addition to meeting all formal admission requirements, Licensed Practical Nurses, who have been accepted and confirmed for enrollment into The Nursing Program, will need to submit the following items to the Admissions Office by April 1st.

- Copy of current LPN License
- Letter of reference from current healthcare employer/supervisor
- Letter requesting advanced placement testing
- A check or money order payable to The Reading Hospital School of Health Sciences for testing purposes (Admissions will notify applicant of the amount of the current testing fee, and the date of the scheduled placement exam).
- Practical nursing school catalog, course outlines, and course syllabi (if requested by Admissions Department for clarification purposes)

### Testing Procedure

Applicants accepted into the program will be required to take a standardized test to determine placement in the program. The Admissions Department will explain the LPN Advance Placement Program to the applicant and provide written testing information. The test will be

administered during the month of June prior to the fall semester of enrollment. The student must pay all fees associated with test administration.

- Admissions Office will notify applicants regarding the placement test date by April 15th
- Payment of the testing fee is due to the admission office by May 15<sup>th</sup>
- Testing will be completed in June
- Test scores are valid for one year

### **Matriculation Process**

1. The NLN ACE I PN – RN Foundations of Nursing Examination Test results will be forwarded to the Curriculum Coordinator.
2. The Curriculum Coordinator or the Curriculum Committee will use individual test scores to determine the final decision regarding placement.

Applicants who achieve a 70% or greater in the overall test percentage (“decision score”) AND 70% or greater in each of the content and nursing process scores will be offered advance placement credit for NUR 101 and NUR 102. Applicants who do not reach the 70% benchmark in any area (decision score, content score or nursing process score) may retake the placement test (with an additional testing fee) one time in an attempt to reach the required benchmarks. Applicants who do not reach the 70% benchmarks on their final test will be required to enroll in all courses and proceed through the curriculum as it is designed.

Final placement decisions will be determined by the Curriculum Coordinator after review of the test scores. The Curriculum Coordinator communicates all placement decisions to the Admissions Department.

3. The Admissions Department sends written notification of test results and eligibility for Advance Placement to the students.
  - a. Applicants whose test scores render them eligible for advance placement must notify the Admissions Department in writing of the decision to either: accept advance placement status, enroll in the nursing courses (NUR 101 and NUR 102) or retake the exam in an attempt to achieve a passing score. Applicants are encouraged to consult with the Financial Aid Officer to discuss the impact of Advance Placement on their personal financial aid package. Applicants are encouraged to consult with the financial aid office prior to the applicant’s submission of the written acceptance of Advance Placement status.
  - b. Applicants who fail to reach the testing benchmarks for advance placement may choose to either retake the NLN ACE I PN – RN Foundations of Nursing Examination Test one additional time in order to reach the established benchmarks, or enroll in NUR 101 and NUR 102. Testing retakes are subject to an additional testing fee and must be completed by July 15.
4. The Admissions department notifies the Enrollment Management Team and the Simulation Laboratory Faculty regarding the successful completion of the Advance Placement Process. The Admissions department inputs Advance Placement data into Gradpro.

5. Applicants who meet all advance standing requirements including achieving recommended test benchmarks:
  - Are required to audit course content related to Nursing 101 and 102 theory and practice
  - Are required to attend periodic information sessions and an LPN clinical orientation program prior to beginning Nursing 105
  - Will be required to submit the matriculation fee associated with the LPN Advance Placement Program, which covers handout materials, NUR 101 and NUR 102 classroom auditing fee, and the nursing skills lab fee during the Advance Placement period.
  
6. Orientation Week LPN Meeting
 

A meeting of the LPN Advance placement students (E/W Level 1b and Day Level 1) is held during orientation week (August) to review the Advance Placement process, answer questions, and provide students the opportunity to meet NUR 101 and NUR 102 faculty. NUR 101 and NUR 102 day and evening tract course coordinators are invited to attend. The LPN will at this time receive:

  - the *LPN to RN Transitions* book which will be used as a basis for the LPN Clinical Orientation Program
  - NUR 101 and NUR 102 schedules
  - List of NUR 101 and NUR 102 class hours to be audited
  - NUR 101 and NUR 102 outlines
  - Information regarding the date and time of the Clinical Transition Program typically held on President's Day in February
  
7. LPN Clinical Transition Program (see attached agenda)
 

A Clinical Transition Program is held preceding the LPN's enrollment in NUR 105. The purpose of this program is to provide orientation to the clinical roles and clinical setting, and assist the student to transition from the role of an LPN to the role of a registered nursing student.
  
8. LPN Advance Placement Program Fees:
  - a. Testing Fee:
 

Testing fee made payable to RHSN (Admission Office/Admissions department) prior to an established due date to reserve a place at the initial June testing/LPN Advance Placement Testing Date Program. This fee covers:

    - Cost of the test
    - Postage and Handling for exam and results
    - Cost of ATI Fundamentals Book and printed handouts
    - Administrative costs
  
  - b. LPN Advance Placement Matriculation Fee:
 

For qualifying students (those applicants offered advance placement) made payable to RHSN (Admission Office/Admissions department) at the time of matriculation into the Advance Placement Program. The fee covers:

    - Fall and Spring semester Nursing skills lab fee
    - LPN to RN Transition book

- Classroom audit fee (for NUR 101 and NUR 102 hours)
- Clinical Transition Program and clinical shadowing experiences
- NUR 101 and NUR 102 Textbooks
- Administrative costs

9. Summer Schedule Mailings – July

The Coordinator of Student Services will include the following information in mailings to all LPN Advance Placement Confirmed Applicants

E/W Level 1A –

- Level 1a schedules

E/W Level 1b –

- E/W NUR 101 schedule
- Scheduled dates of required classroom audit classes
- ATI testing date (Critical Thinking and Self Assessment)
- Information regarding the Orientation Week LPN Meeting date and time

Level 1 Day -

- Day NUR 101 schedule
- Scheduled dates of required classroom audit classes
- ATI testing date (Critical Thinking and Self Assessment)
- Information regarding the Orientation Week LPN Meeting date and time

10. Faculty advising

All Advance Placement LPNs will be assigned to the Simulation Laboratory Faculty for faculty advising.

### **LPN Testing Date Program**

An introductory LPN Testing Date Program will be held in June of each year for applicants to the Advance Placement Program. The agenda for this program will include:

- a. The NLN ACE I PN – RN Foundations of Nursing Examination
- b. Admissions department – review of eligibility criteria and testing process
- c. Curriculum Coordinator –
  - Review of NUR 101 and NUR 102 content
  - Classroom Audit Process
  - Explanation of the LPN Clinical Orientation Program (held on President’s Day [February] prior to NUR 105)
- d. Simulation Laboratory Faculty - Review of Skills Self- Assessment and Available Skills Remediation
- e. Financial Aid – Impact of Advance Placement on financial aid

At this meeting, the applicant will receive the following handouts along with the corresponding information:

- a. Overview of the Advance Placement Program
  - Testing process
  - Classroom Audit Requirements
  - Information about the LPN Clinical Orientation Program (prior to NUR 105)
- b. ATI Fundamentals Book
- c. NUR 101 and NUR 102 Outlines and schedules (if ready)
- d. Skills Self –Assessment
- e. Medication Administration Self-test

**The Reading Hospital School of Health Sciences  
Nursing Program  
LPN Advanced Placement Clinical Transition Program**

**Objectives:**

**At the completion of this program you will be able to:**

1. Differentiate between RN and LPN Scope of Practice.
2. Identify your learning style.
3. Discuss personal fears and barriers related to returning to the role of student nurse.
4. Establish a personal education plan to succeed in transitioning to the role of student nurse and the clinical learning environment.
5. Be familiar with the patient care routines and nursing documentation used in TRHMC, the primary clinical setting.

**References:**

Program Materials should be reviewed by student prior to attending program

- ATI Fundamentals in Nursing Review Module
- Harrington & Terry's "LPN to RN Transitions: Achieving Success in Your New Role"
- TRHMC Patient Care Procedures & Documentation Tools

**Unit One: Transition from LPN to RN Practice**

Transition to Role of Student Nurse

- Barriers, Fears
- Instructor Student Partnership
- Learning Styles Activity

Transition to Professional Role of RN

- Role Change
- Role Socialization
- Role conflict

Legal-Ethical Issues

- Scope and Standards of RN vs. LPN Practice
- Delegation and Supervision of Nursing Teams

**Unit Two: Patient Care Procedures and Nursing Documentation- Role of the RN**

Orientation to TRHMC

1. Special Procedures
  - Meal Percentage Calculation
  - Oral Assessment
  - Skin Care Program – Braden Skin Risk Assessment
  - Fall Risk Assessment & Prevention
  - Restraint Protocol & Documentation
  - Neurovascular Assessment
  - Pain Management

2. Routine Patient Care Processes and Nursing Documentation

- Admission Database
- Care Plan
- Advanced Directives
- Daily Care Routines and Flow sheet
- Kardex
- Discharge
- Pre and Post Op Care

NUR 101 & 102 Skill Proficiency

1. Skill Proficiency Self Assessment Review
2. Medication Administration Self Test
3. Plan for Competency Validation and Skill Review
4. Point of Care Glucose Testing Competency

Independent Study for Medication Administration Documentation: The MAK system is a computerized Medication Administration Record and is used to document medication administration at TRHMC.

- **MAK Tutorial:** *Students must complete the MAK tutorial in the computer lab before the start of 105*
- **MAK Practice:** *A MAK computer is available in the Simulation Lab. Students may sign up for practice by contacting the Simulation Laboratory Faculty.*

Clinical Observation Experience (Optional) – Opportunity to shadow a student during clinical experience (Observational experience only)