

Application Procedure Checklist

YOUR APPLICATION WILL NOT BE PROCESSED IF ANYTHING IS MISSING

Each of the following steps must be completed and submitted to the Practical Nursing secretary by April 1st for the application to be considered complete. **Mailing address: Tammy Sisseck, Nursing Administrative Assistant, 600 W. Edwards Place, Nevada, MO 64772. Phone: 417-667-0518, ext. 5238.**

- _____ Submit completed Application & questions to Tammy Sisseck, Nursing Administrative Assistant. This may be done at time of TEAS testing or presented in person or by mail
- _____ Submit \$40.00 non-refundable application fee in the form of cash, check, or money order made payable to Crowder College PN Program. We cannot accept debit/credit cards.
- _____ Apply to Crowder College if you have not been a former Crowder student. Fee is \$25. Crowder application may be completed online or by visiting any Crowder College campus.
- _____ Complete the Free Application for Federal Student Aid (FAFSA) at <https://studentaid.ed.gov> Crowder School code is **002459**. Click on the **IRS data retrieval** option. This will automatically download your **2020** tax information into the FAFSA. If you need assistance to complete your FAFSA, contact Crowder College financial aid services at 417-667-0518.
- _____ Schedule to take the TEAS pre-entrance test. This test is computerized; you have up to 4 hours to complete. Applicant will need to bring a credit/debit card (**NO CASH**) to pay test fee of \$65.00. A Total score of 54% on the TEAS test is preferred. If necessary, the applicant may have an opportunity to retake the TEAS, one time, with an interval of at least two weeks between tests, but applicant will need to pay the exam fee again to retest. Practice questions can be accessed at <http://www.teas6practicetest.com/> Youtube videos for TEAS 6 can also be searched. Call 417-667-0518, ext. 5238 to schedule an exam. **TEAS test dates:** February 24, 2021 @ 9 AM; March 1, 2021 @ 9 AM; March 15, 2021 @ noon; or March 24, 2021 @ noon. Test dates are subject to change based on inclement weather cancellations; please be sure and check with Tammy if bad weather.
- _____ Submit official copy of high school transcript or equivalency to records@crowder.edu You will also need to send an unofficial transcript to address above. If you are a current high school senior, have unofficial transcript sent to address above and send official transcript to records@crowder.edu upon graduation.
- _____ Submit three (3) professional references in sealed envelopes with signature of reference across the back seal of the envelope. Forms are attached to this packet. **At least one reference must be from present or most recent previous employer.** References from relatives are not acceptable.
- _____ Register on the *Family Care Safety Registry* for Missouri.
*You can check to see if you are already registered by going to <https://health.mo.gov/safety/fcsr/> Click on "**Registration**" tab, click "**Register,**" click the tab "**Is a Person Registered.**" Enter the requested information and you will be alerted if your Social Security number (SSN) is found in the database. If your SSN was found you have completed the requirements for this step. *If your SSN is not in the database you must register. There is a one-time fee of \$15.25 to register. Click the **Continue** button next, then "**To Proceed with Registration.**" For the Employer name select "**No Employer.**" In the "**Select if No Employer**" field select "**Student.**" For the "**Registration Type**" select "**Voluntary.**" Continue to follow the on-line prompts to complete the remaining information. You will be asked for your payment information at the end of the process. You should receive a "**Transaction Successful**" message at the very end of the process. If you have any questions related to this process, please contact the Practical Nursing Program secretary at 417-667-0518, ext. 5238. Failure to register by application deadline may make you ineligible for admission.

All steps must be completed by April 1, 2021

Admission Criteria:

- Have a valid high school diploma or the equivalent, such as GED or HiSet
- Complete the TEAS pre-entrance exam; preferred total score of 54%
- Have good moral character as evidenced by references
- Enrolled in the Family Care Safety Registry (FCSR) with no disqualifying issues per clinical site determination
- Free of Class A or B felonies on criminal background check
- Acceptable drug screen
- Adequate finances and reliable transportation
- Ability to perform *Required Functional Abilities*

Selection Process:

- The admissions committee will meet to consider completed applications between April 1st and May 1st. The selection process is objective based on points awarded in the following areas: completion of the application and questions, pre-entrance testing, professional references, and ability to follow directions. Grammar, visual appearance, and transcripts are also used in determining points. **Additional points can be earned for submission of healthcare certifications.**
- All applicants will receive written notification of the committee's decision. If notification has not been received by the middle of May, please contact the Nursing Administrative Secretary 417-667-0518.
- Late applications may be accepted dependent on number of seats available after initial selection.



Information regarding Crowder College Practical Nursing

Accepted Applicants:

Must apply and receive acceptance to Crowder College

Program Approval:

The Practical Nursing Program is fully approved by the Missouri State Board of Nursing (MSBN) and the Missouri Department of Elementary and Secondary Education (DESE)

Admission Criteria:

Have a valid high school diploma or the equivalent, such as GED or HiSet
Complete the TEAS pre-entrance exam
Have good moral character as evidenced by references
Free of Class A or B felonies on criminal background check
Enrolled in the Family Care Safety Registry (FCSR) with no disqualifying issues per clinical site determination
Acceptable drug screen clearance
Adequate finances and reliable transportation
Ability to perform *Required Functional Abilities*

Advanced Placement for student with previous college level courses:

Students accepted into the nursing program may receive credit for successful completion of Anatomy and Physiology. The Anatomy and Physiology course must have been completed within the past three (3) years. If a student is given advanced placement in Anatomy and Physiology, the student must have also taken a college level medical terminology course or attend the medical terminology portion of A&P during the first 1-2 weeks of the program. Student must also take the medical terminology exams during scheduled times.

Expert from Missouri State Board of Nursing: "20 CSR 2200-3.090 Students (D).
"Students who are readmitted or transferred shall complete the same requirements for graduation as other members of the class of which they are admitted."

Criteria for transfer of credits:

- a. Submit request in writing
- b. Submit official college transcript
- c. Submit course description, course objectives, and grading scale for all courses completed with passing grade for which applicant is seeking advanced placement

Advanced placement determination must be made at least one month before the start of the practical nursing program or in October, if enrolling in second semester only. Final decision regarding advanced placement rests with the PN Coordinator, PN faculty, and Financial Aid staff. If student receives advanced placement and later drops from the program, the student must retake the entire PN nursing curriculum if requesting to re-enter later.

Transfer from another nursing program:

Admission of a student from another accredited nursing program will be considered on an individual basis, ensuring graduation requirements are met and transferring curriculum that has been completed is comparable to Crowder Practical Nursing Program curriculum.



Expert from Missouri State Board of Nursing: “20 CSR 2200-3.090.

“Students who are readmitted or transferred shall complete the same requirements for graduation as other members of the class of which they are admitted.”

Criteria for transfer consideration:

- a. Submit request in writing
- b. Apply for next available school term from original drop date of previous nursing program
- c. Submit an official transcript
- d. Submit course description, course objectives, course grading scale for each course completed with passing grade
- e. Submit letter of reference from previous director
- f. Submit any competencies achieved
- g. Have no markers on criminal background check or Family Care Safety Registry that disqualify from completing clinical experiences per clinical site determination
- h. Pass a drug screen
- i. Pass program administered placement testing for transfer courses, if necessary, with a minimum score of 80% or above

Final decision regarding advanced placement rests with the PN Coordinator, PN faculty, and Financial Aid staff. If student receives advanced placement and later drops from the program, the student must retake the entire PN nursing curriculum if requesting to re-enter at a later date.

Student Services

Services available upon acceptance will include, but are not limited to:

- a. Assistance with financial aid processes
- b. Counseling and guidance from the Crowder guidance counselor
- c. Job placement services and instruction on interviewing and resume writing
- d. Professional liability insurance
- e. Access to a computer lab and internet services
- f. Access to the Crowder College library and Cottey College library with school ID

Curriculum Plan:

There are no prerequisites except high school diploma or equivalency.

All practical nursing classes are taken in the following order and each must be passed in order to progress to the next course.

First Semester: 1st 8 week		Credit Hours
PN 150	Personal & Vocational Concepts I	3
PN 151	Human Structure & Function	4
PN 152	Fundamentals in Nursing I	4
First Semester: 2nd 8 week		
PN 153	Fundamentals in Nursing II	5
PN 154	Medical/Surgical Nursing	4
PN 155	Intro to Pharmacology	5
PN 156	Gerontology	3



Second Semester: 1st 8 week

PN 250	Fundamentals III (Clinical Course)	8
PN 251	Medical/Surgical Nursing II	10
PN 255	Mental Health & Mental Illness	3

Second Semester: 2nd 8 week

PN 250	Fundamentals III (Clinical Course-cont.)	8
PN 251	Medical/Surgical Nursing II-cont.	10
PN 254	Personal & Vocational Concepts II	2
PN 256	Maternity Nursing (1 st 8 weeks)	<u>5</u>
Total Hours		56

Program Costs: See *Estimated Expenses* sheet on following pages

Refund Policy

Students who have been selected into the program **must** withdraw from the program according to Crowder College withdrawal policy. Failure to attend class **does not constitute a withdrawal**. Total withdrawal will result in termination of eligibility for financial aid.

Financial Assistance: For more information call the financial aid office at Crowder College, 417-667-0518.

Functional Abilities:

To complete the Crowder College Nursing Program, the student must be able to demonstrate the following:

- a. Fine and gross motor skills: Sufficient to move freely and maintain balance. Manipulate small objects, lift 25 lbs., move 50 lbs., and demonstrate appropriate body strength.
- b. Visual Acuity: sufficient to accurately see close objects within 20 inches away and distant objects up to 20 feet.
- c. Auditory abilities: Sufficient to hear faint sounds of various pitches and tones.
- d. Physical Stamina: Sufficient to perform nursing care for 8-12 hours.
- e. Sensory functions: Sufficient to perform physical assessment.
- f. Reading: Ability to read at 10th grade level or above and demonstrate math abilities sufficient to perform dosage calculations.
- g. Emotional stability: Sufficient to handle stress, demonstrate accountability and responsibility for actions and judgments, and provide emotional support to clients.
- h. Analytical Thinking: Purposeful outcome directed thinking that aims to make decisions based on sound evidence or critical thinking and analytical skills in the use of nursing process.
- i. Therapeutic Relations: Establish therapeutic relationships with clients, peers and interdisciplinary team members.
- j. Communicate effectively: In oral and written modes.

Nurse Practice Act: See MSBN Rule 335.066

Lkd: 1/12/2021



Application for Admission to Crowder College PRACTICAL NURSING PROGRAM

Approved by Missouri State Board of Nursing and the Department of Elementary and Secondary Education

_____	_____	_____	_____	_____
Last name	First Name	Middle Initial	Maiden Name	All Previous Alias's
_____		_____	_____	_____
Street Address		City	State	Zip Code
_____		_____	_____	_____
Email address _____		Social Security Number ____ / ____ / ____		
Home Phone _____ - _____ - _____		Cell Phone _____ - _____ - _____		
U.S. Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is English your second Language? <input type="checkbox"/> Yes <input type="checkbox"/> No		

EMPLOYMENT HISTORY: *List last three places of employment beginning with the most recent*

1. Employer: _____
 Address: _____
 Phone: _____ - _____ - _____ Dates of Employment: _____ to _____
 Reason for leaving: _____

2. Employer: _____
 Address: _____
 Phone: _____ Dates of Employment: _____
 Reason for leaving: _____

3. Employer: _____
 Address: _____
 Phone: _____ Dates of Employment: _____
 Reason for leaving: _____

I have not been employed outside the home.

Have you ever been arrested or convicted as an adult offender for any crime, including DWI or DUI?
 Circle one: Yes No
 If yes, explain _____

EDUCATION:

Name of High School: _____ City & State _____

OR, GED/ HiSET Program Certifications? _____ Date: _____

College, vocational-technical, military or other schools attended

Check if you have any of these past or current certification: ___ CNA ___ CMA ___ CMT ___ EMT

Other (List) _____ (Attach copies of certificates to receive additional application points.)

Have you ever been enrolled in another school of nursing? _____ Yes _____ No

If yes, School Name: _____ Dates attended _____

Type of program, _____ RN _____ PN

Have you ever been denied or had restrictions on a license as a practical nurse or registered nurse in this state or any other state? ___ Yes _____ No If yes, explain _____

_____ (Use additional paper if needed)

All students must comply with the Missouri Nurse Practice Act, section 335.066 to sit for the NCLEX-PN board examination. The final decision to write the board exam rests with the State Board of Nursing. I have read The Nurse Practice Act (NPA) section 335.066 attached to this packet, and understand completion of the program does not guarantee eligibility to take the national licensure exam. **Initial box after reading NPA.**

Acceptance into the nursing program is conditional on having an acceptable criminal record check, acceptable family care safety registry check, and acceptable drug screen results before and through the duration of the program.

I authorize investigation of all statements in this application. I understand that misrepresentation or omission of facts called for in this application is cause for dismissal. I understand that health care workers must be investigated for any criminal background, according to state & federal laws as they apply.

Crowder College is an equal opportunity/affirmative action/ educational/ employment institution, and is nondiscriminatory relative to race, religion, color, national origin, sex, age, and qualified disabled. Crowder College is committed to providing educational opportunities to all qualified students regardless of their economic or social status and will not discriminate on the basis of handicaps, race, color, sex, creed, or national origin. The Vice President of Student Affairs, Farber Building, and Human Resources Director, Newton Hall, coordinate efforts to comply with the provisions of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973

Print Name: _____

Signature _____ Date _____

A \$40 non-refundable application fee must accompany this application. Cash, check, or money order only, made payable to Crowder College PN Program. If accepted into the program, you must also meet criteria to apply to Crowder College. There is an additional \$25 fee to apply to Crowder College if you have never been a Crowder student.

On a separate page, please answer the following eight (8) questions in 100-250 words for each question. Typed answers are preferred; if handwritten must be legible. These must be submitted with the application to be considered complete.

1. Why do you want to be a licensed practical nurse?
2. What is your passion in life?
3. Discuss level of fulfillment you experience when serving others.
4. Discuss what you are willing, and may need, to give up to make nursing school a priority.
5. Describe a time when you were involved in a conflict and how the conflict was handled.
6. Discuss your work ethic.
7. Discuss your strengths and weaknesses. Give examples



WAIVER AGREEMENT AND STATEMENT

Missouri VECHS Program
Missouri Volunteer and Employee Criminal History Service (MVECHS)

Pursuant to the National Child Protection Act, as amended by the Volunteers for Children Act (NCPA/VCA), this form must be completed and signed by every current or prospective applicant for whom fingerprint-based criminal history records are requested by an Authorized Recipient (AR).

I, the undersigned, hereby authorize Crowder College
Name of Authorized Recipient (AR)

to submit a set of my fingerprints to the MSHP-CJISD and Federal Bureau of Investigation (FBI) for the purpose of accessing and reviewing state and national criminal history records that may pertain to me. I understand that I would be able to receive any Missouri record from the MSHP-CJISD, and any national criminal history record from the FBI pursuant to 28 CFR Sections 16.30-34, and that I could then freely disclose any such information to whomever I chose. By signing this Waiver Agreement and Statement, it is my intent to authorize the dissemination of any Missouri and national criminal history record that may pertain to me to the AR.

I understand that, until the criminal history background check is completed, the AR may choose to deny me unsupervised access to children, the elderly, or individuals with disabilities. I further understand that, upon request, the AR may provide me a copy of the criminal history background report, if any, received on me and that I am entitled to challenge the accuracy and completeness of any information contained in any such report. I may obtain a prompt determination as to the validity of my challenge before a final decision is made.

Yes, I have (OR) No, I have not been convicted of or plead guilty to a crime.

If yes, please describe the crime(s) and the particulars: _____

Applicant Signature: _____ Date: _____

Applicant Printed Name: _____

The AR may share/disseminate my criminal history record information with other authorized recipients only after confirming that the recipient has a signed user agreement on file with the MSHP-CJISD and the dissemination is in accordance with state and federal law.

Yes No

ORI/OCA or MACHS Number: V07300002

This document must be retained by the AR and is subject to audit by the MSHP-CJISD and FBI.

335.066. Denial, revocation, or suspension of license, grounds for, civil immunity for providing information — complaint procedures.

1. The board may refuse to issue or reinstate any certificate of registration or authority, permit or license required pursuant to this chapter* for one or any combination of causes stated in subsection 2 of this section or the board may, as a condition to issuing or reinstating any such permit or license, require a person to submit himself or herself for identification, intervention, treatment, or monitoring by the intervention program and alternative program as provided in section 335.067. The board shall notify the applicant in writing of the reasons for the refusal and shall advise the applicant of his or her right to file a complaint with the administrative hearing commission as provided by chapter 621.

2. The board may cause a complaint to be filed with the administrative hearing commission as provided by chapter 621 against any holder of any certificate of registration or authority, permit or license required by sections 335.011 to 335.096 or any person who has failed to renew or has surrendered his or her certificate of registration or authority, permit or license for any one or any combination of the following causes:

(1) Use or unlawful possession of any controlled substance, as defined in chapter 195, by the federal government, or by the department of health and senior services by regulation, regardless of impairment, or alcoholic beverage to an extent that such use impairs a person's ability to perform the work of any profession licensed or regulated by sections 335.011 to 335.096. A blood alcohol content of .08 shall create a presumption of impairment;

(2) The person has been finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution pursuant to the laws of any state or of the United States, for any offense reasonably related to the qualifications, functions or duties of any profession licensed or regulated pursuant to sections 335.011 to 335.096, for any offense an essential element of which is fraud, dishonesty or an act of violence, or for any offense involving moral turpitude, whether or not sentence is imposed;

(3) Use of fraud, deception, misrepresentation or bribery in securing any certificate of registration or authority, permit or license issued pursuant to sections 335.011 to 335.096 or in obtaining permission to take any examination given or required pursuant to sections 335.011 to 335.096;

(4) Obtaining or attempting to obtain any fee, charge, tuition or other compensation by fraud, deception or misrepresentation;

(5) Incompetency, gross negligence, or repeated negligence in the performance of the functions or duties of any profession licensed or regulated by this chapter*. For the purposes of this subdivision, "repeated negligence" means the failure, on more than one occasion, to use that degree of skill and learning ordinarily used under the same or similar circumstances by the member of the applicant's or licensee's profession;

(6) Misconduct, fraud, misrepresentation, dishonesty, unethical conduct, or unprofessional conduct in the performance of the functions or duties of any profession licensed or regulated by this chapter, including, but not limited to, the following:

(a) Willfully and continually overcharging or overtreating patients; or charging for visits which did not occur unless the services were contracted for in advance, or for services which were not rendered or documented in the patient's records;

(b) Attempting, directly or indirectly, by way of intimidation, coercion or deception, to obtain or retain a patient or discourage the use of a second opinion or consultation;

(c) Willfully and continually performing inappropriate or unnecessary treatment, diagnostic tests, or nursing services;

(d) Delegating professional responsibilities to a person who is not qualified by training, skill, competency, age, experience, or licensure to perform such responsibilities;

(e) Performing nursing services beyond the authorized scope of practice for which the individual is licensed in this state;

(f) Exercising influence within a nurse-patient relationship for purposes of engaging a patient in sexual activity;

(g) Being listed on any state or federal sexual offender registry;

(h) Failure of any applicant or licensee to cooperate with the board during any investigation;

(i) Failure to comply with any subpoena or subpoena duces tecum from the board or an order of the board;

(j) Failure to timely pay license renewal fees specified in this chapter;

(k) Violating a probation agreement, order, or other settlement agreement with this board or any other licensing agency;

(l) Failing to inform the board of the nurse's current residence within thirty days of changing residence;

(m) Any other conduct that is unethical or unprofessional involving a minor;

(n) A departure from or failure to conform to nursing standards;

(o) Failure to establish, maintain, or communicate professional boundaries with the patient. A nurse may provide health care services to a person with whom the nurse has a personal relationship as long as the nurse otherwise meets the standards of the profession;

(p) Violating the confidentiality or privacy rights of the patient, resident, or client;

(q) Failing to assess, accurately document, or report the status of a patient, resident, or client, or falsely assessing, documenting, or reporting the status of a patient, resident, or client;

- (r) Intentionally or negligently causing physical or emotional harm to a patient, resident, or client;
- (s) Failing to furnish appropriate details of a patient's, client's, or resident's nursing needs to succeeding nurses legally qualified to provide continuing nursing services to a patient, client, or resident;
- (7) Violation of, or assisting or enabling any person to violate, any provision of sections 335.011 to 335.096, or of any lawful rule or regulation adopted pursuant to sections 335.011 to 335.096;
- (8) Impersonation of any person holding a certificate of registration or authority, permit or license or allowing any person to use his or her certificate of registration or authority, permit, license or diploma from any school;
- (9) Disciplinary action against the holder of a license or other right to practice any profession regulated by sections 335.011 to 335.096 granted by another state, territory, federal agency or country upon grounds for which revocation or suspension is authorized in this state;
- (10) A person is finally adjudged insane or incompetent by a court of competent jurisdiction;
- (11) Assisting or enabling any person to practice or offer to practice any profession licensed or regulated by sections 335.011 to 335.096 who is not registered and currently eligible to practice pursuant to sections 335.011 to 335.096;
- (12) Issuance of a certificate of registration or authority, permit or license based upon a material mistake of fact;
- (13) Violation of any professional trust or confidence;
- (14) Use of any advertisement or solicitation which is false, misleading or deceptive to the general public or persons to whom the advertisement or solicitation is primarily directed;
- (15) Violation of the drug laws or rules and regulations of this state, any other state or the federal government;
- (16) Placement on an employee disqualification list or other related restriction or finding pertaining to employment within a health-related profession issued by any state or federal government or agency following final disposition by such state or federal government or agency;
- (17) Failure to successfully complete the intervention or alternative program for substance use disorder;
- (18) Knowingly making or causing to be made a false statement or misrepresentation of a material fact, with intent to defraud, for payment pursuant to the provisions of chapter 208 or chapter 630, or for payment from Title XVIII or Title XIX of the federal Medicare program;
- (19) Failure or refusal to properly guard against contagious, infectious, or communicable diseases or the spread thereof; maintaining an unsanitary office or performing professional services under unsanitary conditions; or failure to report the existence of an unsanitary condition in the office of a physician or in any health care facility to the board, in writing, within thirty days after the discovery thereof;
- (20) A pattern of personal use or consumption of any controlled substance or any substance which requires a prescription unless it is prescribed, dispensed, or administered by a provider who is authorized by law to do so or a pattern of abuse of any prescription medication;
- (21) Habitual intoxication or dependence on alcohol, evidence of which may include more than one alcohol-related enforcement contact as defined by section 302.525;
- (22) Failure to comply with a treatment program or an aftercare program entered into as part of a board order, settlement agreement, or licensee's professional health program;
- (23) Failure to submit to a drug or alcohol screening when requested by an employer or by the board. Failure to submit to a drug or alcohol screening shall create the presumption that the test would have been positive for a drug for which the individual did not have a prescription in a drug screening or positive for alcohol in an alcohol screening;
- (24) Adjudged by a court in need of a guardian or conservator, or both, obtaining a guardian or conservator, or both, and who has not been restored to capacity;
- (25) Diversion or attempting to divert any medication, controlled substance, or medical supplies;
- (26) Failure to answer, failure to disclose, or failure to fully provide all information requested on any application or renewal for a license. This includes disclosing all pleas of guilt or findings of guilt in a case where the imposition of sentence was suspended, whether or not the case is now confidential;
- (27) Physical or mental illness, including but not limited to deterioration through the aging process or loss of motor skill, or disability that impairs the licensee's ability to practice the profession with reasonable judgment, skill, or safety. This does not include temporary illness which is expected to resolve within a short period of time;
- (28) Any conduct that constitutes a serious danger to the health, safety, or welfare of a patient or the public.

3. After the filing of such complaint, the proceedings shall be conducted in accordance with the provisions of chapter 621. Upon a finding by the administrative hearing commission that the grounds, provided in subsection 2 of this section, for disciplinary action are met, the board may, singly or in combination, censure or place the person named in the complaint on probation on such terms and conditions as the board deems appropriate for a period not to exceed five years, or may suspend, for a period not to exceed three years, or revoke the license, certificate, or permit.

4. For any hearing before the full board, the board shall cause the notice of the hearing to be served upon such licensee in person or by certified mail to the licensee at the licensee's last known address. If service cannot be accomplished in person or by certified mail, notice by publication as described in subsection 3 of section 506.160 shall be allowed; any representative of the board is authorized to act as a court or judge would in that section; any employee of the board is authorized to act as a clerk would in that section.

5. An individual whose license has been revoked shall wait one year from the date of revocation to apply for relicensure. Relicensure shall be at the discretion of the board after compliance with all the requirements of sections 335.011 to 335.096 relative to the licensing of an applicant for the first time.
6. The board may notify the proper licensing authority of any other state concerning the final disciplinary action determined by the board on a license in which the person whose license was suspended or revoked was also licensed of the suspension or revocation.
7. Any person, organization, association or corporation who reports or provides information to the board of nursing pursuant to the provisions of sections 335.011 to 335.259** and who does so in good faith shall not be subject to an action for civil damages as a result thereof.
8. The board may apply to the administrative hearing commission for an emergency suspension or restriction of a license for the following causes:
 - (1) Engaging in sexual conduct as defined in section 566.010, with a patient who is not the licensee's spouse, regardless of whether the patient consented;
 - (2) Engaging in sexual misconduct with a minor or person the licensee believes to be a minor. "Sexual misconduct" means any conduct of a sexual nature which would be illegal under state or federal law;
 - (3) Possession of a controlled substance in violation of chapter 195 or any state or federal law, rule, or regulation, excluding record-keeping violations;
 - (4) Use of a controlled substance without a valid prescription;
 - (5) The licensee is adjudicated incapacitated or disabled by a court of competent jurisdiction;
 - (6) Habitual intoxication or dependence upon alcohol or controlled substances or failure to comply with a treatment or aftercare program entered into pursuant to a board order, settlement agreement, or as part of the licensee's professional health program;
 - (7) A report from a board-approved facility or a professional health program stating the licensee is not fit to practice. For purposes of this section, a licensee is deemed to have waived all objections to the admissibility of testimony from the provider of the examination and admissibility of the examination reports. The licensee shall sign all necessary releases for the board to obtain and use the examination during a hearing; or
 - (8) Any conduct for which the board may discipline that constitutes a serious danger to the health, safety, or welfare of a patient or the public.
9. The board shall submit existing affidavits and existing certified court records together with a complaint alleging the facts in support of the board's request for an emergency suspension or restriction to the administrative hearing commission and shall supply the administrative hearing commission with the last home or business addresses on file with the board for the licensee. Within one business day of the filing of the complaint, the administrative hearing commission shall return a service packet to the board. The service packet shall include the board's complaint and any affidavits or records the board intends to rely on that have been filed with the administrative hearing commission. The service packet may contain other information in the discretion of the administrative hearing commission. Within twenty-four hours of receiving the packet, the board shall either personally serve the licensee or leave a copy of the service packet at all of the licensee's current addresses on file with the board. Prior to the hearing, the licensee may file affidavits and certified court records for consideration by the administrative hearing commission.
10. Within five days of the board's filing of the complaint, the administrative hearing commission shall review the information submitted by the board and the licensee and shall determine based on that information if probable cause exists pursuant to subsection 8 of this section and shall issue its findings of fact and conclusions of law. If the administrative hearing commission finds that there is probable cause, the administrative hearing commission shall enter the order requested by the board. The order shall be effective upon personal service or by leaving a copy at all of the licensee's current addresses on file with the board.
11.
 - (1) The administrative hearing commission shall hold a hearing within forty-five days of the board's filing of the complaint to determine if cause for discipline exists. The administrative hearing commission may grant a request for a continuance, but shall in any event hold the hearing within one hundred twenty days of the board's initial filing. The board shall be granted leave to amend its complaint if it is more than thirty days prior to the hearing. If less than thirty days, the board may be granted leave to amend if public safety requires.
 - (2) If no cause for discipline exists, the administrative hearing commission shall issue findings of fact, conclusions of law, and an order terminating the emergency suspension or restriction.
 - (3) If cause for discipline exists, the administrative hearing commission shall issue findings of fact and conclusions of law and order the emergency suspension or restriction to remain in full force and effect pending a disciplinary hearing before the board. The board shall hold a hearing following the certification of the record by the administrative hearing commission and may impose any discipline otherwise authorized by state law.

12. Any action under this section shall be in addition to and not in lieu of any discipline otherwise in the board's power to impose and may be brought concurrently with other actions.
13. If the administrative hearing commission does not find probable cause and does not grant the emergency suspension or restriction, the board shall remove all reference to such emergency suspension or restriction from its public records. Records relating to the suspension or restriction shall be maintained in the board's files. The board or licensee may use such records in the course of any litigation to which they are both parties. Additionally, such records may be released upon a specific, written request of the licensee.
14. If the administrative hearing commission grants temporary authority to the board to restrict or suspend the nurse's license, such temporary authority of the board shall become final authority if there is no request by the nurse for a full hearing within thirty days of the preliminary hearing. The administrative hearing commission shall, if requested by the nurse named in the complaint, set a date to hold a full hearing under the provisions of chapter 621 regarding the activities alleged in the initial complaint filed by the board.
15. If the administrative hearing commission refuses to grant temporary authority to the board or restrict or suspend the nurse's license under subsection 8 of this section, such dismissal shall not bar the board from initiating a subsequent disciplinary action on the same grounds.
16. (1) The board may initiate a hearing before the board for discipline of any licensee's license or certificate upon receipt of one of the following:
- (a) Certified court records of a finding of guilt or plea of guilty or nolo contendere in a criminal prosecution under the laws of any state or of the United States for any offense involving the qualifications, functions, or duties of any profession licensed or regulated under this chapter, for any offense involving fraud, dishonesty, or an act of violence, or for any offense involving moral turpitude, whether or not sentence is imposed;
 - (b) Evidence of final disciplinary action against the licensee's license, certification, or registration issued by any other state, by any other agency or entity of this state or any other state, or the United States or its territories, or any other country;
 - (c) Evidence of certified court records finding the licensee has been judged incapacitated or disabled under Missouri law or under the laws of any other state or of the United States or its territories.
- (2) The board shall provide the licensee not less than ten days' notice of any hearing held pursuant to chapter 536.
- (3) Upon a finding that cause exists to discipline a licensee's license, the board may impose any discipline otherwise available.

(L. 1975 S.B. 108 § 12, A.L. 1981 S.B. 16, A.L. 1995 S.B. 452, A.L. 1999 H.B. 343, A.L. 2007 H.B. 780 merged with S.B. 308, A.L. 2013 H.B. 315, A.L. 2018 H.B. 1719)

**Words "chapter 335" appear in original rolls.*

***Section 335.259 was repealed by S.B. 52, 1993.*

335.067. Intervention programs may be established by the board — purpose of program — screening — completion of program, effect of — disciplinary action for failure to complete — confidentiality.

1. The state board of nursing may establish an intervention program and an alternative program to promote the identification, intervention, treatment, and monitoring of nurses or applicants for a nursing license who may be impaired by reason of substance abuse or the potential for substance abuse.
2. The intervention program is available, upon board discretion, to licensees and applicants for licensure who self-refer, test positive in a pre-employment or for-cause drug or alcohol screen, individuals who have pled guilty to or been found guilty of any drug offense, whether felony or misdemeanor, or individuals who have pled guilty to or been found guilty of three or more criminal offenses resulting from or related to the use of drugs or alcohol, whether a felony or misdemeanor. The program shall be a minimum of one year in duration and require random drug and alcohol testing at the participant's expense.
3. The alternative program is available, upon board discretion, to licensees and applicants for licensure who admit to having a substance use disorder. The program shall be from three to five years in duration and at a minimum require random drug and alcohol testing at the participant's expense.
4. Upon receiving a complaint or an application, the board shall screen the information submitted to determine whether the individual may be eligible for the intervention or alternative program. If eligible for one of the programs, the board may contact the individual and offer the program. If accepted, the board and individual may enter into a written agreement setting forth the requirements of the program. If declined, the board may proceed with its regular process of investigating a complaint or application

CROWDER COLLEGE **PRACTICAL** NURSING PROGRAM

Reference Questionnaire

Please place in sealed envelope with signature across the seal and return to the applicant to be submitted with their application.

Please complete this reference form, which pertains to: _____
(Applicant Name)

The applicant has chosen this to be a confidential _____, non-confidential _____ reference.
 An honest and complete opinion will be most helpful. Please return this completed form as soon as possible.

1. How long have you known this individual and in what capacity?

2. From your experience with this individual please rate him/her in the following areas as they pertain to the practice of nursing.

	Very Strong evidence skill is present 4	Strong evidence skill is present 3	Some evidence skill is present 2	Insufficient evidence for or against skill 1	Strong evidence skill is not present 0
Communication					
Coping					
Commitment to Task					
Conflict Management					
Problem-Solving					
Organization & Planning					
Grooming					
Punctuality					

3. Would you recommend this person for the nursing program? Yes _____ No _____

4. Additional Comments: (use back if needed)

5. Date: _____ Signature/Title: _____

Printed Name: _____

Address: _____ Phone #: _____

Email address: _____

#	Course Name	Course Hrs	Tuition Out District	Course Fees	Books
PN150	P&VC I	3	\$ 630	\$100	\$57
PN151	PN Human Structure & Function	4	\$ 840	\$425	\$96
PN152	Fundamentals I	4	\$ 840	\$840	\$177
PN153	Fundamentals II	5	\$1050	\$195	\$104
PN154	Med Surg I	4	\$ 840		\$94
PN155	Intro to Pharm	5	\$1050		\$70
PN156	Gerontology	3	\$ 630		\$54
			\$5880	\$1560	\$652
PN250	Fundamentals III	8	\$1680	\$725	\$0
PN251	Med Surg II	10	\$2100	\$690	\$0
PN254	P&VC II	2	\$ 420	\$600	\$0
PN255	Mental Health	3	\$ 630		\$60
PN256	Maternal Child Nursing	5	\$1050		\$134
			\$5880	\$2015	\$194
			\$9405		

Out of District Tuition w/ Differential \$210 per credit hour

Institutional Support Fees \$25 per credit hour

Safety & Security Fee \$8 per credit hour

	Out of District
Tuition, security, & support	\$ 1170
Course Fees	\$ 3575
Books	<u>\$ 846</u>
	\$ 16181

Estimated First Semester total: \$8,092

Estimated Second Semester total: \$8,089