

## *Allied Health Technologies*

### **Associate Degree Nursing**

#### **Credential: Associate in Applied Science in**

#### **Associate Degree Nursing**

#### **A4510000**

The Associate Degree Nursing curriculum provides individuals with the knowledge and skills necessary to provide nursing care to clients and groups of clients throughout the lifespan in a variety of settings. Courses will include content related to the nurse's role as provider of nursing care, as manager of care, as a member of the discipline of nursing, and as a member of the interdisciplinary team.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN), which is required for practice as a Registered Nurse. Employment opportunities include hospitals, long-term care facilities, clinics, physician's offices, industry, and community agencies.

Note: Students who enroll in a nursing program should be aware that the application for licensure at the completion of the program might be denied or restricted by the North Carolina Board of Nursing. As the regulatory agency, the Board of Nursing does not become involved in reviewing the applicant's conviction record until such time as application is made to take the national licensure examination. Denial or restriction can be for the following reasons:

- a) The student practiced fraud or deceit in attempting to procure a license to practice nursing;
- b) The student has been convicted of a misdemeanor/felony (excluding a minor traffic violation);
- c) The student is mentally or physically incompetent or uses any drug to a degree that interferes with fitness to practice nursing; or
- d) The student engages in conduct, which endangers the public health.

Entrance Standards: See General Admission Standards on page 6.

Program Specific Entrance Standards:

1. Associate Degree Nursing is a Limited Enrollment/High Demand Curriculum and applicants are accepted in the spring based upon a merit-based, selective admissions process and point system.
2. Enrollment is limited to the number of approved spaces allocated by the North Carolina Board of Nursing.
3. Admission criteria for the nursing program are reviewed annually and are subject to change.
4. Applicants (including LPN to ADN transition) are required to contact the Nursing Admissions Counselor to obtain a Nursing Program Application and a current copy of the Associate Degree Nursing Admissions Guidelines.
5. After an applicant has completed all general college admission requirements and all nursing entrance required criteria, he/she must submit a completed Nursing Program Application.
6. Applicants who have completed the Nursing Program Application by the deadline will be ranked by tallied points and offered admission in order of ranking. Late applications may be considered for unfilled spaces.

7. A student can apply to only one of the CCCC nursing programs during any designated selection time period.
8. LPN to ADN Transition students are admitted on a space available basis after testing and competency evaluation.
9. If a student has had two previous entries into any nursing program, he/she will not be allowed to enter into any of Central Carolina Community College's nursing curriculums for five years after the date of last enrollment.
10. It is the applicants' responsibility to ensure that they are aware of all regulations and that all requirements are met by the established deadline.

#### **Required Admission Criteria**

1. Completion of Pre-requisite Biology, Chemistry, Algebra, and Computer Literacy
2. Satisfactory Placement Test Scores (All test scores must be less than five years old or the student must have earned a "C" or better in the corresponding developmental courses.) See the Associate Degree Nursing Admissions Guidelines for current required placement scores.
3. Satisfactory score on the Nurse Entrance Test (NET) ( minimum score of 60 on both the NET Essential Math and the NET Comprehensive Reading)
4. Satisfactory cumulative and semester GPA of at least 2.5
5. Proof of active listing on the North Carolina Division of Facility Services Nursing Assistant I Registry with no substantiated finding of abuse, neglect, or misappropriation of resident property in a nursing home or other health care facility. For LPN-to-ADN Transition, evidence of an active, non-restricted licensure as a licensed practical nurse in the state of North Carolina or another state in the multi-state compact.
6. Satisfactory completion of The Test of English as a Foreign Language (TOEFL): TOEFL scores are required of all non United States citizens as evidence of adequate proficiency in the English language. The minimum acceptable paper-based TOEFL score is 550. The minimum acceptable computer-based TOEFL score is 213. This test is offered at multiple testing sites nationally and is at the student's expense.
7. Certification in Adult/Infant/Child CPR by the American Heart Association or American Red Cross and Automated External Defibrillator (AED) for Healthcare Providers that includes both testing and performance criteria. (CPR/AED certification is required for admission selection process and must be maintained throughout both the application process and program enrollment.)

#### **Requirements after Acceptance:**

- 1) Mandatory Acceptance Session: When notified of acceptance, applicants must attend a mandatory acceptance session with the nursing department chairperson to discuss program requirements, schedules, payment due dates, and to order uniforms.
- 2) Clinical Affiliation Requirements: The contract between CCCC and a clinical agency requires that the college abide by the existing rules and regulations of the agency. The college follows agency protocol regarding drug screening and criminal background checks. Clinical contracts require that every student submit to and complete a medical form through the student's own healthcare provider and a multi-state criminal background check and urine drug screen through designated vendors. If a clinical site denies a student clinical affiliation due to results of either of these requirements, the student will not be able to meet the program/course requirements and

acceptance will be denied.

3) Medical Forms: Applicants are required to submit a completed college approved student medical health form to the nursing department chairperson at least 90 days before entering the program. The student medical form must include satisfactory health history, physical examination, and immunization report. Failure to submit a completed medical form will result in loss of nursing admission status and class space will be assigned to another applicant. NO student will be permitted to participate in clinical without having submitted his/her completed medical form.

4) Liability/Malpractice Insurance: Insurance fees must be paid to the Business Office by due date established before entry into the program and each subsequent year enrolled.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards: See additional Program Specific Academic Standards in the Nursing Student Guidelines Handbook and specific nursing course syllabus.

1) Nursing curriculum students once enrolled must maintain an overall and semester grade point average of 2.0 or better and must have a grade of “C” or better in all courses required by the nursing curriculum.

2) Nursing and progressive related courses must be taken in succession as they appear in the catalog.

3) Nursing students must meet the standards related to demonstration of emotional and physical health within the framework of nursing practice and must adhere to all other policies set forth in the Nursing Student Guidelines Handbook.

4) Nursing students must not be on academic probation or suspension status.

Program Length: Associate in Applied Science – 5 semesters  
 Career Pathway Options: Associate in Applied Science Degree in Associate Degree Nursing  
 Program Sites: Lee Campus - Day

#### Course Requirements for Associate Degree Nursing

A. General Education Courses (20 SHC)		C-L-CI-SHC
BIO 165	Anatomy and Physiology I	3-3-0-4
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
ENG 112	Argument Based Research	3-0-0-3
	OR	
ENG 113	Literature Based Research	3-0-0-3
	OR	
ENG 114	Professional Research and Reporting	3-0-0-3
	Humanities Elective	3-0-0-3
PSY 150	General Psychology	3-0-0-3
SOC 210	Introduction to Sociology	3-0-0-3
B. Required Major Core Courses (43 SHC)		
NUR 110	Nursing I	5-3-6-8
NUR 120	Nursing II	5-3-6-8
NUR 130	Nursing III	4-3-6-7
NUR 210	Nursing IV	5-3-12-10

NUR 220 Nursing V 4-3-15-10

#### C. Other Major Hours Required for Graduation (9 SHC)

BIO 166	Anatomy and Physiology II	3-3-0-4
CIS 111	Basic PC Literacy	1-2-0-2
PSY 241	Developmental Psychology	3-0-0-3

Total Semester Hours Credit Required for Graduation: 72

#### Semester Curriculum for Associate Degree Nursing

1st Semester (Fall)		C-L-CI-SHC
BIO 165	Anatomy and Physiology I	3-3-0-4
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
NUR 110	Nursing I	5-3-6-8
PSY 150	General Psychology	<u>3-0-0-3</u>
		14-8-6-19
2nd Semester (Spring)		
BIO 166	Anatomy and Physiology II	3-3-0-4
NUR 120	Nursing II	5-3-6-8
PSY 241	Developmental Psychology	<u>3-0-0-3</u>
		11-6-6-15
3rd Semester (Summer)		
CIS 111	Basic PC Literacy	1-2-0-2
NUR 130	Nursing III	<u>4-3-6-7</u>
		5-5-6-9
4th Semester (Fall)		
ENG	English Elective	3-0-0-3
NUR 210	Nursing IV	5-3-12-10
SOC 210	Introduction to Sociology	<u>3-0-0-3</u>
		11-3-12-16
5th Semester (Spring)		
HUM	Humanities Elective	3-0-0-3
NUR 220	Nursing V	<u>4-3-15-10</u>
		7-3-15-13

Total Semester Hours Credit: 72

### Dental Assisting

#### Credential: Diploma in Dental Assisting D4524000

The Dental Assisting curriculum prepares individuals to assist the dentist in the delivery of dental treatment and to function as integral members of the dental team while performing chair-side and related office and laboratory procedures. Course work includes instruction in general studies, biomedical sciences, dental sciences, clinical sciences, and clinical practice. A combination of lecture, laboratory, and clinical experiences provides students with knowledge in infection/hazard control, radiography, dental materials, preventive dentistry, and clinical procedures.

Graduates may be eligible to take the Dental Assisting National Board Examination to become Certified Dental Assistants. As a Dental Assistant II, defined by the Dental Laws of North Carolina, graduates work in dental offices and other related areas.

#### NOTE:

CCCC has received initial accreditation for Dental Assisting by the American Dental Association Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of

*Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or 211 East Chicago Avenue, Chicago, IL 60611-2678.*

**Entrance Standards:**

See General Admission Standard on page 6.

**Program Specific Entrance Standards:**

1. Dental Assisting is a limited enrollment curriculum and program applicants are accepted based upon a selective admission process.
2. Admission criteria for the dental assisting program are reviewed annually and are subject to change.
3. Students are not allowed to enter into any of Central Carolina Community College's dental programs if they have had two previous entries into any dental program.
4. Applicants are required to contact the Dental Programs Admissions Counselor to obtain a Dental Program Application and a current set of Dental Assisting Admissions Guidelines, and to be scheduled into a mandatory information session.
5. After an applicant has completed all general college admission requirements and all Dental Assisting entrance required criteria, he/she must submit a completed Dental Program Application.
6. Applicants who have completed the Dental Program Application by the deadline will be ranked by tallied points and offered admission in order of ranking. A second date may be announced for additional applications to be considered for unfilled spaces.
7. A student can apply to only one of the CCCC dental programs during any designated selection time period.
8. It is the applicants' responsibility to ensure that they are aware of all regulations and that all requirements are met by the established deadline.

**Required Admission Criteria**

1. Attendance at a mandatory information session for prospective students.
2. Satisfactory Placement Test Scores (All test scores must be less than five years old or the student must have earned a "C" or better in the corresponding developmental course.) See the Dental Assisting Admissions Guidelines for current required placement scores.
3. Satisfactory GPA: Students must have a 2.5 semester and cumulative GPA at the time of making application to the program and maintain a 2.5 GPA at the time of entering the program.
4. Satisfactory scores on the Health Occupations Basic Entrance Test (HOBET): Minimal scores of 50 on both the Essential Math and the Comprehensive Reading Skills of the HOBET are required.
5. Completion of Pre-requisite Biology, Algebra and Computer Literacy.
6. Satisfactory completion of The Test of English as a Foreign Language (TOEFL): TOEFL scores are required for all non-United States citizens as evidence of adequate proficiency in the English language. The minimum acceptable paper-based TOEFL score is 550. The minimum acceptable computer-based TOEFL score is 213. This test is offered at multiple testing sites nationally and is at the student's expense.
7. Completion of Medical Forms/Hepatitis B Shots: Applicants are required to submit a completed college approved student medical health form to the Dental Assisting Program Director at least 45 days before entering the program. The student medical form must include satisfactory

health history, physical examination, and immunization report. Failure to submit a completed medical form will result in loss of dental assisting admission status and class space will be assigned to another applicant. NO student will be permitted to participate in clinicals without having submitted a completed medical form. Hepatitis B shots (3 series shot) are required through second series prior to First Fall semester and completed by Spring semester.

8. Proof of Adult/Infant/Child CPR: CPR Certification by the American Heart Association (AHA) or American Red Cross in Adult-Infant-Child CPR and Automated External Defibrillator (AED) for Healthcare Providers that includes both performance and testing of criteria is required prior to program entry. CPR Certification must be maintained while in program.

9. Attendance at a Mandatory Acceptance Session: When notified of acceptance, applicants must attend a mandatory orientation session with the dental assisting department.

10. Liability/Malpractice Insurance: Insurance fees must be paid to the Business Office before entry into the program and each subsequent year enrolled.

**Academic Standards:**

See General Academic Standards on page 16.

**Program Specific Academic Standards:** See additional Program Specific Standards in the Dental Assisting Student Guidelines Handbook and specific Dental Assisting course syllabus.

1. Dental Assisting students must maintain an overall and semester GPA 2.0 or better and must have a grade of "C" or better in all courses required by the Dental Assisting curriculum.
2. Dental Assisting and progressive related courses must be taken in succession as they appear in the catalog.
3. Dental Assisting students must meet the standards related to demonstration of emotional and physical health within the framework of Dental Assisting practice and must adhere to the other policies set forth in the Dental Assisting Student Guidelines Handbook.
4. Dental Assisting students must not be on academic probation or suspension status.

**Program Length:**

Diploma: 3 semesters

**Career Pathway Options:**

Diploma in Dental Assisting

**Program Site:**

Central Carolina Dental Center, Sanford, NC - Day Course Requirements for Dental Assisting Diploma)

**A. General Education Courses (6 SHC)**

ENG 102	Applied Communications II	3-0-0-3
PSY 150	General Psychology	3-0-0-3

**B. Required Major Core Courses (36 SHC)**

DEN 100	Basic Orofacial Anatomy	2-0-0-2
DEN 101	Preclinical Procedures	4-6-0-7
DEN 102	Dental Materials	3-4-0-5
DEN 103	Dental Sciences	2-0-0-2
DEN 104	Dental Health Education	2-2-0-3
DEN 105	Practice Management	2-0-0-2
DEN 106	Clinical Practice I	1-0-12-5
DEN 107	Clinical Practice II	1-0-12-5
DEN 111	Infection/Hazard Control	2-0-0-2

DEN 112 Dental Radiology 2-3-0-3

Chicago, IL 60611-2678.

C. Other Major Hours Required for Graduation (3 SHC)

BIO 106 Introduction to Anatomy/Physiology/Microbiology 2-2-0-3

Entrance Standards:  
See General Admission Standard on page 6.

Total semester hours credit required for graduation: 45

Program Specific Entrance Standards:

Semester Curriculum for Dental Assisting Diploma

1st Semester (Fall) C-L-CI-SHC

BIO 106 Introduction to Anatomy/Physiology/Microbiology 2-2-0-3

DEN 100 Basic Orofacial Anatomy 2-0-0-2

DEN 101 Preclinical Procedures 4-6-0-7

DEN 102 Dental Materials 3-4-0-5

DEN 111 Infection/Hazard Control 2-0-0-2  
13-12-0-19

1. Dental hygiene is a limited enrollment curriculum and program applicants are accepted based upon a selective admission process.

2. Admission criteria for the Dental Hygiene program are reviewed annually and are subject to change.

3. Students are not allowed to enter into any of Central Carolina Community College's dental programs if they have had two previous entries into any dental program.

4. Applicants are required to contact the Dental Programs Admissions Counselor to obtain a Dental Program Application and a current set of Dental Hygiene Admissions Guidelines, and to be scheduled into a mandatory information session.

5. After an applicant has completed all general college admission requirements and all Dental Hygiene entrance required criteria, he/she must submit a completed Dental Program Application.

6. Applicants who have completed the Dental Program Application by the deadline will be ranked by tallied points and offered admission in order of ranking. A second date may be announced for additional applications to be considered for unfilled spaces.

7. A student can apply to only one of the CCCC dental programs during any designated selection time period.

8. It is the applicants' responsibility to ensure that they are aware of all regulations and that all requirements are met by the established deadline.

2nd Semester (Spring)

DEN 103 Dental Sciences 2-0-0-2

DEN 104 Dental Health Education 2-2-0-3

DEN 106 Clinical Practice I 1-0-12-5

DEN 112 Dental Radiology 2-3-0-3  
7-5-12-13

3rd Semester (Summer)

DEN 105 Practice Management 2-0-0-2

DEN 107 Clinical Practice II 1-0-12-5

ENG 102 Applied Communications II 3-0-0-3

PSY 150 General Psychology 3-0-0-3  
9-0-12-13

Total Semester Hours Credit: 45

**Required Admission Criteria**

1. Attendance at a mandatory information session for prospective students.

2. Satisfactory Placement Test Scores (All test scores must be less than five years old or the student must have earned a "C" or better in the corresponding developmental course.)  
See the Dental Hygiene Admissions Guidelines for current required placement scores.

3. Satisfactory GPA: Students must have a 2.5 semester or cumulative GPA at the time of making application to the program and maintain a 2.5 GPA at the time of entering the program.

4. Satisfactory scores on the Health Occupations Basic Entrance Test (HOBET): Minimal scores of 60 on both the Essential Math and the Comprehensive Reading Skills of the HOBET.

5. Completion of Pre-requisite Biology, Chemistry, Algebra and Computer Literacy.

6. Satisfactory completion of The Test of English as a Foreign Language (TOEFL): TOEFL scores are required for all Non-United States citizens as evidence of adequate proficiency in the English language. The minimum acceptable paper-based TOEFL score is 550. The minimum acceptable computer-based TOEFL score is 213. This test is offered at multiple testing sites nationally and is at the student's expense.

7. Completion of Medical Forms/Hepatitis B Shots: Applicants are required to submit a completed college approved student medical health form to the dental hygiene Program Director at least 45 days before entering the pro-

**Dental Hygiene**

**Credential: Associate in Applied Science in**

**Dental Hygiene**

**A4526000**

The Dental Hygiene curriculum provides individuals with the knowledge and skills to access, plan, implement, and evaluate dental hygiene care for the individual and the community.

Students will learn to prepare the operatory, take patient histories, note abnormalities, plan care, teach oral hygiene, clean teeth, take x-rays, apply preventive agents, complete necessary chart entries, and perform other procedures related to dental hygiene care.

Graduates of this program may be eligible to take national and state/regional examinations for licensure which are required to practice dental hygiene. Employment opportunities include dental offices, clinics, schools, public health agencies, industry, and professional education.

Note: To obtain a Dental Hygiene license in NC, all candidates are subject to undergo a criminal background check and be fingerprinted. Candidates with felony convictions may have limited licensure and employment opportunities.

**NOTE:**

*CCCC has received initial accreditation for Dental Hygiene by the American Dental Association Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at (312) 440-4653 or 211 East Chicago Avenue;*

gram. The student medical form must include satisfactory health history, physical examination, and immunization report. Failure to submit a completed medical form will result in loss of dental hygiene admission status and class space will be assigned to another applicant. NO student will be permitted to participate in clinicals without having submitted a completed medical form. Hepatitis B shots (3 series shot) are required through second series prior to first fall semester and completed by spring semester.

8. Proof of Adult/Infant/Child CPR: CPR Certification by the American Heart Association (AHA) or American Red Cross in Adult-Infant-Child CPR and Automated External Defibrillator (AED) for Healthcare Providers that includes both performance and testing of criteria is required prior to program entry. CPR Certification must be maintained while in the program.

9. Attendance at a Mandatory Acceptance Session: When notified of acceptance, applicants must attend a mandatory orientation session with the dental hygiene department.

10. Liability/Malpractice Insurance: Insurance fees must be paid to the Business Office before entry into the program and each subsequent year enrolled.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards: See additional Program Specific Standards in the Dental Hygiene Student Guidelines Handbook and specific Dental Hygiene course syllabus.

1. Dental Hygiene students must maintain an overall and semester GPA 2.0 or better, and must have a grade of "C" or better in all courses required by the Dental Hygiene curriculum.

2. Dental Hygiene and progressive related courses must be taken in succession as they appear in the catalog.

3. Dental Hygiene students must meet the standards related to demonstration of emotional and physical health within the framework of Dental Hygiene practice and must adhere to the other policies set forth in the Dental Hygiene Student Guidelines Handbook.

4. Dental Hygiene students must not be on academic probation or suspension status.

Program Length:

Associate in Applied Science: 5 semesters

Career Pathway Options:

Associate in Applied Science Degree in Dental Hygiene

Program Site:

Central Carolina Dental Center, Sanford, NC - Day

Course Requirements for Dental Hygiene Degree

#### A. General Education Courses (20 SHC)

CHM 130	General, Organic and Biochemistry	3-0-0-3
CHM 130A	General, Organic and Biochemistry Lab	0-2-0-1
COM 120	Interpersonal Communication	3-0-0-3
	OR	
COM 231	Public Speaking	3-0-0-3
	OR	
ENG 115	Oral Communications	3-0-0-3
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
HUM ---	Humanities Elective	3-0-0-3

PSY 150	General Psychology	3-0-0-3
SOC 210	Introduction to Sociology	3-0-0-3

#### B. Required Major Core Courses (54 SHC)

BIO 163	Human Anatomy and Physiology	4-2-0-5
BIO 175	General Microbiology	2-2-0-3
DEN 110	Orofacial Anatomy	2-2-0-3
DEN 111	Infection/Hazard Control	2-0-0-2
DEN 112	Dental Radiology	2-3-0-3
DEN 120	Dental Hygiene Preclinic Lecture	2-0-0-2
DEN 121	Dental Hygiene Preclinic Lab	0-6-0-2
DEN 123	Nutrition/Dental Health	2-0-0-2
DEN 124	Periodontology	2-0-0-2
DEN 130	Dental Hygiene Theory I	2-0-0-2
DEN 131	Dental Hygiene Clinic I	0-0-9-3
DEN 140	Dental Hygiene Theory II	1-0-0-1
DEN 141	Dental Hygiene Clinic II	0-0-6-2
DEN 220	Dental Hygiene Theory III	2-0-0-2
DEN 221	Dental Hygiene Clinic III	0-0-12-4
DEN 222	General and Oral Pathology	2-0-0-2
DEN 223	Dental Pharmacology	2-0-0-2
DEN 224	Materials and Procedures	1-3-0-2
DEN 230	Dental Hygiene Theory IV	1-0-0-1
DEN 231	Dental Hygiene Clinic IV	0-0-12-4
DEN 232	Community Dental Health	2-0-3-3
DEN 233	Professional Development	2-0-0-2

#### C. Other Major Hours Required for Graduation (2 SHC)

CIS 111	Basic PC Literacy	1-2-0-2
---------	-------------------	---------

Total Semester Hours Credit Required for Graduation 76 SHC

#### Semester Curriculum for Dental Hygiene

1st Semester (Fall)		C-L-CI-SHC
BIO 163	Human Anatomy and Physiology	4-2-0-5
DEN 110	Orofacial Anatomy	2-2-0-3
DEN 111	Infection/Hazard Control	2-0-0-2
DEN 112	Dental Radiology	2-3-0-3
DEN 120	Dental Hygiene Preclinic Lecture	2-0-0-2
DEN 121	Dental Hygiene Preclinic Lab	0-6-0-2
Total:		12-13-0-17

#### 2nd Semester (Spring)

CHM 130	General, Organic and Biochemistry	3-0-0-3
CHM 130A	General, Organic and Biochemistry Lab	0-2-0-1
DEN 123	Nutrition/Dental Health	2-0-0-2
DEN 124	Periodontology	2-0-0-2
DEN 130	Dental Hygiene Theory I	2-0-0-2
DEN 131	Dental Hygiene Clinic I	0-0-9-3
DEN 223	Dental Pharmacology	2-0-0-2
DEN 224	Materials and Procedures	1-3-0-2
Total:		12-5-9-17

#### 3rd Semester (Summer)

CIS 111	Basic PC Literacy	1-2-0-2
DEN 140	Dental Hygiene Theory II	1-0-0-1
DEN 141	Dental Hygiene Clinic II	0-0-6-2
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
PSY 150	General Psychology	3-0-0-3
Total:		8-4-6-12

#### 4th Semester (Fall)

BIO 175	General Microbiology	2-2-0-3
DEN 220	Dental Hygiene Theory III	2-0-0-2

DEN 221	Dental Hygiene Clinic III	0-0-12-4
DEN 222	General and Oral Pathology	2-0-0-2
DEN 232	Community Dental Health	2-0-3-3
HUM	Humanities Elective	<u>3-0-0-3</u>
		11-2-15-17
5th Semester (Spring)		
COM 120	Interpersonal Communication	3-0-0-3
DEN 230	Dental Hygiene Theory IV	1-0-0-1
DEN 231	Dental Hygiene Clinic IV	0-0-12-4
DEN 233	Professional Development	2-0-0-2
SOC 210	Introduction to Sociology	<u>3-0-0-3</u>
		9-0-12-13

Total Semester Hours Credit required for graduation 76 SHC

### **Credential: Associate in Applied Science Degree in Human Services Technology A4538000**

The Human Services Technology curriculum prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses which prepare them for specialization in specific human service areas.

Students take courses from a variety of disciplines. Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience provides opportunities for application of knowledge and skills learned in the classroom.

Graduates are qualified for positions in mental health, child-care, family services, social services, rehabilitation, correction, and educational agencies.

Entrance Standards: See General Admission Standards on page 6.

Academic Standards: See General Academic Standards on page 16.

Program Length: 4 semesters

Career Pathway Options: Associate in Applied Science Degree in Human Services Technology; Program Sites:

Lee Campus - Day and Evening, 1st and 2nd years

Harnett Campus - Day, 1st year

Chatham Campus - Day, 1st year

Course Requirements for Human Services Technology Degree

A. General Education Courses (16 SHC)		C-L-SHC
ENG 111	Expository Writing	3-0-3
ENG 111A	Expository Writing Lab	0-2-1
ENG 114	Professional Research and Reporting	3-0-3
MAT 140	Survey of Mathematics	3-0-3
SOC 210	Introduction to Sociology	3-0-3
	Humanities Elective (SPA 111 or SPA 121)	3-0-3

#### B. Required Major Core Courses (25 SHC)

HSE 110	Introduction to Human Services	2-2-3
HSE 112	Group Process I	1-2-2
HSE 123	Interviewing Techniques	2-2-3
HSE 125	Counseling	2-2-3
HSE 210	Human Services Issues	2-0-2
HSE 225	Crisis Intervention	3-0-3
PSY 150	General Psychology	3-0-3
PSY 241	Developmental Psychology	3-0-3

SOC 213	Sociology of the Family	3-0-3
---------	-------------------------	-------

#### C. Other Major Hours Required for Graduation (25-26 SHC)

COE 111	Co-op Work Experience I	0-10-1
COE 115	Work Experience Seminar I	1-0-1
PSY 115	Stress Management	2-0-2
SAB 110	Substance Abuse Overview	3-0-3
SOC 220	Social Problems	3-0-3
SOC 232	Social Context of Aging	3-0-3

#### Other Required Hours (6-7 SHC)

WEB 110	Internet/Web Fundamentals	2-2-3
CIS 110	Introduction to Computers	2-2-3
	OR	
OST 131	Keyboarding I	1-2-2
	and	
OST 137	Office Software Applications	1-2-2

#### Elective Course Listing (Choose 6 SHC)

PSY 234	Organizational Psychology	3-0-3
PSY 246	Adolescent Psychology	3-0-3
PSY 281	Abnormal Psychology	3-0-3
SOC 225	Social Diversity	3-0-3
SOC 240	Social Psychology	3-0-3

Total Semester Hours Credit Required for Graduation: 66-67

#### Semester Curriculum for Human Services Technology Degree

1st Semester (Fall)		C-L-SHC
ENG 111	Expository Writing	3-0-3
ENG 111A	Expository Writing Lab	0-2-1
HSE 110	Introduction to Human Services	2-2-3
OST 131	Keyboarding	1-2-2
PSY 115	Stress Management	2-0-2
PSY 150	General Psychology	3-0-3
SOC 210	Introduction to Sociology	<u>3-0-3</u>
		15-4-17

2nd Semester (Spring)		
HSE 123	Interviewing Techniques	2-2-3
MAT 140	Survey of Mathematics	3-0-3
OST 137	Office Software Applications	1-2-2
PSY 241	Developmental Psychology	3-0-3
SOC 220	Social Problems	3-0-3
	Humanities Elective	<u>3-0-3</u>
		15-4-17

3rd Semester (Fall)		
HSE 112	Group Process I	1-2-2
HSE 225	Crisis Intervention	3-0-3
SAB 110	Substance Abuse Overview	3-0-3
SOC 213	Sociology of the Family	3-0-3
	Major Elective	3-0-3
	Major Elective	<u>3-0-3</u>
		16-2-17

4th Semester (Spring)		
COE 111	Co-op Work Experience I	0-10-1
COE 115	Work Experience Seminar I	1-0-1
ENG 114	Professional Research and Reporting	3-0-3
HSE 125	Counseling	2-2-3
HSE 210	Human Services Issues	2-0-2
WEB 110	Internet/Web Fundamentals	2-2-3
SOC 232	Social Context of Aging	<u>3-0-3</u>
		13-12-16

Total Semester Hours Credit: 66/67

**Licensed Practical Nurse Refresher Certificate  
 Credential: Certificate in Licensed Practical  
 Nurse Refresher  
 C4539000**

The Licensed Practical Nurse Refresher curriculum provides a refresher for individuals previously licensed as Practical Nurses and who are ineligible for reentry into nursing practice due to a lapse in licensure for five or more years. Individuals entering this curriculum must have been previously licensed as a practical nurse.

Course work includes common medical-surgical conditions and nursing approaches to their management, including mental health principles, pharmacological concepts, and safe clinical nursing practice.

Graduates are eligible to apply for reinstatement of licensure by the North Carolina Board of Nursing. Employment opportunities include hospitals, long term care facilities, clinics, physicians' offices, industry, and community health agencies. Entrance Standards: See General Admission Standards on page 6.

**Program Specific Entrance Standards:**

1. NUR 105 Integrated LPN Refresher is offered on a demand and space available basis.
2. Applicants are required to complete an application form and contact the nursing admissions counselor in order to be placed on the waiting list.
3. Applicants must provide verification of previous licensure as a licensed practical nurse.
4. Applicants must provide an official transcript validating completion of an approved licensed practical nursing program.
5. Applicants must provide copies of any documentation from the North Carolina Board of Nursing directing the applicant to take the NUR 105 course for reinstatement of licensure.
6. Certification in Adult/Infant/Child CPR by American Heart Association or American Red Cross and Automated External Defibrillator (AED) for Healthcare Providers that includes both testing and performance criteria. CPR/AED certification must be maintained throughout both the application process and program enrollment.

**Requirements after Acceptance:**

1. Mandatory Information Session: Accepted applicants must attend an information session with the nursing department chairperson and/or lead instructor and/or a representative of student development services to discuss program requirements and schedules and to order uniforms.
2. Clinical Affiliation Requirements: The contract between CCCC and a clinical agency requires that the college abide by the existing rules and regulations of the agency. The college follows agency protocol regarding drug screening and criminal background checks. Clinical contracts require that every student submit to and complete a medical form through own healthcare provider and a multi-state criminal background check and urine drug screen through designated vendors. If a clinical site denies a student clinical affiliation due to results of either of these requirements, the student will not be able to meet the program/course requirements and acceptance will be denied.

4. Medical Forms: Applicants are required to submit a completed college approved student medical health form to the nursing department chairperson at least 30 days before entering the program. The student medical form must include satisfactory health history, physical examination, and immunization report. Failure to submit a completed medical form will result in the loss of nursing admission status and class space will be assigned to another applicant. NO student will be permitted to participate in clinical without having submitted his/her completed medical form.

5. Liability/Malpractice Insurance: Insurance fees must be paid to the Business Office by due date established before entry into the program.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards:

1. Students will not be allowed to enter any nursing curriculum or repeat any curriculum course more than twice.
2. Students must achieve a grade of "C" or better in all major courses in the curriculum to progress.
- 3) Nursing students must meet the standards related to demonstration of emotional and physical health within the framework of nursing practice and must adhere to all other policies set forth in the Nursing Student Guidelines Handbook.
- 4) Nursing students must not be on academic probation or suspension status.

Program Length: 1 semester

Career Pathway Options: Certificate in Licensed Practical Nurse Refresher

Program Sites:

Harnett Campus - Day/Evening as available

Chatham Campus - Day/Evening as available

Course Requirements for Practical Nursing Refresher Certificate

A. Required Major Core Course (12 SHC)	C-L-CI-SHC
NUR 105 Integrated LPN Refresher	8-6-6-12

Total Semester Hours Credit: 12

Semester Curriculum for Practical Nursing Refresher Certificate - Chatham

1st Semester (Fall)	C-L-CI-SHC
NUR 105A LPN Refresher (Theory & Lab)	8-6-0-10

2nd Semester (Spring)	
NUR 105B LPN Refresher (Clinical)	0-0-6-2

Total Semester Hours Credit: 12

Semester Curriculum for Practical Nursing Refresher Certificate - Harnett

1st Semester (Spring)	C-L-CI-SHC
NUR 105A LPN Refresher (Theory & Lab)	8-6-0-10

2nd Semester (Summer)	
NUR 105B LPN Refresher (Clinical)	0-0-6-2

Total Semester Hours Credit: 12

**Medical Assisting  
Credential: Associate in Applied Science Degree  
in Medical Assisting  
A4540000**

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, medical transcription, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care.

Graduates of the Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

Entrance Standards: See General Admission Standards on page 6.

Program Specific Entrance Standards (All placement test scores must be less than five years old.)

1. Complete all developmental courses. See current Medical Assisting Student Guide for the required placement test scores in Reading, English, Arithmetic, and Algebra.
2. Attend a scheduled information session or interview with a medical assisting instructor.
3. A physical examination and immunization update are required. Once a student has been tentatively accepted, forms to be used by the physician will be provided by the College.
4. Students transferring into the program must have a 2.0 GPA or better.

Academic Standards: See General Academic Standards on page 16.

**Program Specific Academic Standards:**

1. Students must achieve a grade of "C" or better in all major courses in the curriculum to progress.

Program Length: 5 semesters

Career Pathway Options: Associate in Applied Science in Medical Assisting; Diploma in Medical Assisting

Program Sites:

- Chatham Campus - Day Program, 1st year
- Harnett Campus - Day Program, 1st year
- Lee Campus - Day Program, 2nd year

Course Requirements for Medical Assisting Degree

A. General Education Courses (15 SHC)		C-L-CI-SHC
ENG 110	Freshman Composition	3-0-0-3
	OR	
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
ENG 116	Technical Writing	3-0-0-3

	OR	
ENG 113	Literature Based Research	3-0-0-3
	OR	
ENG 114	Professional Research and Reporting	3-0-0-3
	OR	
ENG 115	Oral Communications	3-0-0-3
MAT 110	Mathematical Measurements	2-2-0-3
	Humanities Elective	3-0-0-3
PSY 110	Life Span Development	3-0-0-3

**B. Required Major Core Courses (35 SHC)**

MED 110	Orientation Medical Assisting	1-0-0-1
MED 116	Introduction to Anatomy and Physiology	3-2-0-4
MED 118	Medical Law and Ethics	2-0-0-2
MED 121	Medical Terminology I	3-0-0-3
MED 122	Medical Terminology II	3-0-0-3
MED 130	Administration Office Procedures I	1-2-0-2
MED 131	Administration Office Procedures II	1-2-0-2
MED 134	Medical Transcription	2-2-0-3
MED 140	Exam Room Procedures I	3-4-0-5
MED 150	Laboratory Procedures I	3-4-0-5
MED 260	Clinical Externship	0-0-15-5

**C. Other Major Hours Required for Graduation (26 SHC)**

CIS 111	Basic PC Literacy	1-2-0-2
MED 138	Infection/Hazard Control	2-0-0-2
MED 230	Administrative Office Procedures III	1-2-0-2
MED 232	Medical Insurance Coding	1-3-0-2
MED 240	Exam Room Procedures II	3-4-0-5
MED 264	Medical Assisting Overview	2-0-0-2
MED 270	Symptomatology	2-2-0-3
MED 272	Drug Therapy	3-0-0-3
MED 274	Diet Therapy/Nutrition	3-0-0-3
MED 276	Patient Education	1-2-0-2

Total Semester Hours Credit Required for Graduation: 76

**Semester Curriculum for Medical Assisting Degree**

1st Semester (Fall)		C-L-CI-SHC
CIS 111	Basic PC Literacy	1-2-0-2
MAT 110	Mathematical Measurements	2-2-0-3
MED 110	Orientation to Medical Assisting	1-0-0-1
MED 116	Introduction to Anatomy and Physiology	3-2-0-4
MED 118	Medical Law and Ethics	2-0-0-2
MED 121	Medical Terminology I	3-0-0-3
MED 130	Administrative Office Procedures I	1-2-0-2
MED 138	Infection/Hazard Control	<u>2-0-0-2</u>
		15-8-0-19
2nd Semester (Spring)		
ENG	English Requirement	3-0-0-3
MED 122	Medical Terminology II	3-0-0-3
MED 140	Exam Room Procedures I	3-4-0-5
MED 150	Laboratory Procedures I	3-4-0-5
PSY 110	Life Span Development	<u>3-0-0-3</u>
		15-8-0-19
3rd Semester (Summer)		
MED 240	Exam Room Procedures II	3-4-0-5
MED 260	Clinical Externship	<u>0-0-15-5</u>
		3-4-15-10

Students may elect to exit with a diploma.

#### 4th Semester (Fall)

ENG	English Requirement	3-0-0-3
MED 131	Administrative Office Procedures II	1-2-0-2
MED 134	Medical Transcription	2-2-0-3
MED 270	Symptomatology	2-2-0-3
MED 272	Drug Therapy	<u>3-0-0-3</u>
		11-6-0-14

#### 5th Semester (Spring)

HUM	Humanities Elective	3-0-0-3
MED 230	Administrative Office Procedures III	1-2-0-2
MED 232	Medical Insurance Coding	1-3-0-2
MED 264	Medical Assisting Overview	2-0-0-2
MED 274	Diet Therapy/Nutrition	3-0-0-3
MED 276	Patient Education	<u>1-2-0-2</u>
		11-7-0-14

Total Semester Hours Credit: 76

### Medical Assisting

#### Credential: Diploma in Medical Assisting D4540000

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, medical transcription, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care.

The Central Carolina Community College Medical Assisting Programs are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Curriculum Review Board of the American Association of Medical Assistants' Endowment (AAMAE). Commission on Accreditation of Allied Health Education Programs, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208, (312)553-9355. Graduates of CAAHEP accredited medical assisting programs may be eligible to sit for the American Association of Medical Assistants' Certification Examination to become Certified Medical Assistants. Employment opportunities include physicians' offices, health maintenance organizations, health departments, and hospitals.

Entrance Standards: See General Admission Standards on page 6.

#### Program Specific Entrance Standards:

(All placement test scores must be less than five years old.)

1. Complete all developmental courses. See current Medical Assisting Student Guide for the required placement test scores in Reading, English, Arithmetic, and Algebra.
2. Attend a scheduled information session or interview with a medical assisting instructor.
3. A physical examination and immunization update are required. Once a student has been tentatively accepted, forms to be used by the physician will be provided by the College.
4. Students transferring into the program must have a 2.0 GPA or better.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards:

Students must achieve a grade of "C" or better in all major courses in the curriculum to progress.

Program Length: 3 semesters

Career Pathway Options: Diploma in Medical Assisting

Program Sites:

Chatham Campus - Day Program

Harnett Campus - Day Program

#### Course Requirements for Medical Assisting Diploma

A. General Education Courses (9 SHC)		C-L-CI-SHC
ENG 110	Freshman Composition	3-0-0-3
MAT 110	Mathematical Measurements	2-2-0-3
PSY 110	Life Span Development	3-0-0-3
B. Required Major Core Courses (35 SHC)		
MED 110	Orientation to Medical Assisting	1-0-0-1
MED 116	Introduction to Anatomy and Physiology	3-2-0-4
MED 118	Medical Law and Ethics	2-0-0-2
MED 121	Medical Terminology I	3-0-0-3
MED 122	Medical Terminology II	3-0-0-3
MED 130	Administrative Office Procedures I	1-2-0-2
MED 140	Exam Room Proced. I	3-4-0-5
MED 150	Laboratory Proced. I	3-4-0-5
MED 240	Exam Room Procedures II	3-4-0-5
MED 260	Clinical Externship	0-0-15-5
C. Other Major Hours Required for Graduation (4 SHC)		
CIS 111	Basic PC Literacy	1-2-0-2
MED 138	Infection/Hazard Control	2-0-0-2

Total Semester Hours Credit Required for Graduation: 48

#### Semester Curriculum for Medical Assisting Diploma

1st Semester (Fall)		C-L-CI-SHC
CIS 111	Basic PC Literacy	1-2-0-2
MAT 110	Mathematical Measurements	2-2-0-3
MED 110	Orientation to Medical Assisting	1-0-0-1
MED 116	Introduction to Anatomy and Physiology	3-2-0-4
MED 118	Medical Law and Ethics	2-0-0-2
MED 121	Medical Terminology I	3-0-0-3
MED 130	Administrative Office Procedures I	1-2-0-2
MED 138	Infection/Hazard Control	<u>2-0-0-2</u>
		15-8-0-19
2nd Semester (Spring)		
ENG	English Requirement	3-0-0-3
MED 122	Medical Terminology II	3-0-0-3
MED 140	Exam Room Procedures I	3-4-0-5
MED 150	Laboratory Procedures I	3-4-0-5
PSY 110	Life Span Development	<u>3-0-0-3</u>
		15-8-0-19
3rd Semester (Summer)		
MED 240	Exam Room Procedures II	3-4-0-5
MED 260	Medical Clinical Externship	<u>0-0-15-5</u>
		3-4-15-10

Total Semester Hours Credit: 48

### Medical Insurance Coding

#### Credential: Certificate in Medical Insurance Coding

#### C4540000

The Medical Insurance Coding Certificate curriculum prepares individuals to work in the medical insurance environment. Course work includes instruction in administrative office procedures such as coding and processing insurance accounts, billing, computer operations, and medical and legal issues as well as medical terminology. Graduates of this curriculum are eligible for employment in physicians' offices, health maintenance organizations, and hospitals. Credits earned in this program may be transferred toward a Diploma in Medical Assisting or toward an Associate in Applied Science in Medical Assisting provided the student meets the entrance requirements for that diploma or degree program.

Entrance Standards: See General Admission Standards on page 6.

1. Students transferring into the program must have a 2.0 GPA or better.

Program Specific Entrance Standards:

(All placement test scores must be less than five years old.)

1. Complete all developmental courses. See current Medical Assisting Student Guide for the required placement test scores in reading, English, and arithmetic.

2. Attend a scheduled information session or interview with a medical assisting instructor.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards

1. Students must achieve a grade of "C" or better in all major courses in the curriculum to progress.

Program Length: 3 semesters

Career Pathway Options: Certificate in Medical Insurance Coding, Diploma in Medical Assisting, Associate in Applied Science Degree in Medical Assisting.

Program Site:

Chatham and Harnett Campus - Day Program

Lee County Campus – Evening and Distance Education Program

Course Requirements for Medical Insurance Coding Certificate

A. Required Major Core Courses (12 SHC)		C-L-CL-SHC
MED 118	Medical Law and Ethics	2-0-0-2
MED 121	Medical Terminology I	3-0-0-3
MED 122	Medical Terminology II	3-0-0-3
MED 130	Administrative Office Procedures I	1-2-0-2
MED 131	Administrative Office Procedures II	1-2-0-2

B. Other Major Hours Required for Graduation (4 SHC)

CIS 111	Basic PC Literacy	1-2-0-2
MED 232	Medical Insurance Coding	1-3-0-2

Total Semester Hours Credit Required for Graduation: 16

Semester Curriculum for Medical Insurance Coding Certificate

1st Semester (Fall)

MED 121	Medical Terminology I	3-0-0-3
MED 130	Administrative Office Procedures I	1-2-0-2
MED 118	Medical Law and Ethics	<u>2-0-0-2</u> 6-2-0-7

2nd Semester (Spring)

MED 122	Medical Terminology II	3-0-0-3
MED 131	Administrative Office Procedures II	1-2-0-2
CIS 111	Basic PC Literacy	<u>1-2-0-2</u> 5-4-0-7

3rd Semester (Summer)

MED 232	Medical Insurance Coding	1-3-0-2
---------	--------------------------	---------

Total Semester Hours Credit: 16

## Practical Nursing

### Credential: Diploma in Practical Nursing D4566000

This curriculum prepares individuals with the knowledge and skills to provide nursing care to children and adults. Students will participate in assessment, planning, implementing, and evaluating nursing care. Graduates of this program are eligible to apply to take the National Council Licensure Examination – Practical Nurse Examination (NCLEX-PN), which is required for practice as a Practical Nurse. Employment opportunities include hospitals, rehabilitation, long term care, home health facilities, clinics, and physicians' offices.

**Note:** Students who enroll in a nursing program should be aware that the application for licensure at the completion of the program might be denied or restricted by the North Carolina Board of Nursing. As the regulatory agency, the Board of Nursing does not become involved in reviewing the applicant's conviction record until such time as application is made to take the national licensure examination. Denial or restriction can be for the following reasons:

- The student practiced fraud or deceit in attempting to procure a license to practice nursing;
- The student has been convicted of a misdemeanor/felony (excluding a minor traffic violation);
- The student is mentally or physically incompetent or uses any drug to a degree that interferes with fitness to practice nursing; or
- The student engages in conduct, which endangers the public health.

Entrance Standards: See General Admission Standards on page 6.

#### Program Specific Entrance Standards:

- Practical Nursing is a Limited Enrollment/High Demand Curriculum and applicants are accepted based upon a merit-based, selective admissions process.
- Enrollment is limited to the number of approved spaces allocated by the North Carolina Board of Nursing.
- Admission criteria for the nursing program are reviewed annually and are subject to change.
- Applicants are required to contact the Nursing Admissions Counselor to obtain a Nursing Program Application and a current copy of the Practical Nursing Admissions Guidelines.
- After an applicant has completed all general college admission requirements and all Nursing entrance required criteria, he/she must submit a completed Nursing Program Application.
- Applicants who have completed the Nursing Program Application by the deadline will be ranked by tallied points and offered admission in order of ranking. Late applications may be considered for unfilled spaces.

7. A student can apply to only one of the CCCC nursing programs during any designated selection time period.
8. If a student has had two previous entries into any nursing program, he/she will not be allowed to enter into any of Central Carolina Community College's nursing curriculums for five years after the date of last enrollment.
9. It is the applicants' responsibility to ensure that they are aware of all regulations and that all requirements are met by the established deadline.

### Required Admission Criteria

1. Completion of Pre-requisite Biology, Algebra, and Computer Literacy
2. Satisfactory Placement Test Scores (All test scores must be less than five years old or the student must have earned a "C" or better in the corresponding developmental courses.) See the Practical Nursing Admissions Guidelines for current required placement scores.
3. Satisfactory score on the Nurse Entrance Test (NET): Minimum score of 50 is required on both the NET Essential Math and the NET Comprehensive Reading Skills.
4. Satisfactory Cumulative and Semester GPA of at least 2.5
5. Provide proof of active listing on the North Carolina Division of Facility Services Nursing Assistant I Registry with no substantiated finding of abuse, neglect, or misappropriation of resident property in a nursing home or other health care facility
- 6) Satisfactory completion of The Test of English as a Foreign Language (TOEFL): TOEFL scores are required of all non United States citizens as evidence of adequate proficiency in the English language. The minimum acceptable paper-based TOEFL score is 550. The minimum acceptable computer-based TOEFL score is 213. This test is offered at multiple testing sites nationally and is at the student's expense.
- 7) Certification in Adult/Infant/Child CPR by the American Heart Association or American Red Cross Certification in Adult-Infant-Child CPR and Automated External Defibrillator (AED) for Healthcare Providers that includes both testing and performance criteria. CPR/AED certification is required for admission selection process and must be maintained throughout application process and program enrollment.

### Requirements after Acceptance

- 1) Mandatory Acceptance Session: When notified of acceptance, applicants must attend a mandatory acceptance session with the nursing department chairperson to discuss program requirements, schedules, payment due dates, and to order uniforms.
- 2) Clinical Affiliation Requirements: The contract between CCCC and a clinical agency requires that the college abide by the existing rules and regulations of the agency. The college follows agency protocol regarding drug screening and criminal background checks. Clinical contracts require that every student submit to and complete a medical form through own healthcare provider and a multi-state criminal background check and urine drug screen through designated vendors. If a clinical site denies a student clinical affiliation due to results of either of these requirements, the student will not be able to meet the program/course requirements and acceptance will be denied.
- 3) Medical Forms: Applicants are required to submit a completed college approved student medical health form to the nursing department chairperson at least 90 days before entering the program. The student medical form must include satisfactory health history, physical examination, and immunization report. Failure to submit a completed medical form will

result in loss of nursing admission status and class space will be assigned to another applicant. NO student will be permitted to participate in clinical without having submitted his/her completed medical form.

- 4) Liability/Malpractice Insurance: Insurance fees must be paid to the Business Office by due date established before entry into the program and each subsequent year enrolled.

Academic Standards: See General Academic Standards on page 16.

Program Specific Academic Standards: See additional

### Program Specific Academic Standards in the Nursing Student Guidelines Handbook and specific nursing course syllabus.

- 1) Nursing curriculum students once enrolled must maintain an overall and semester quality point average of 2.0 or better and must have a grade of "C" or better in all courses required by the nursing curriculum.
- 2) Nursing and progressive related courses must be taken in succession as they appear in the catalog.
- 3) Nursing students must meet the standards related to demonstration of emotional and physical health within the framework of nursing practice and must adhere to all other policies set forth in the Nursing Student Guidelines Handbook.
- 4) Nursing students must not be on academic probation or suspension status.

Program Length: 3 semesters

Career Pathway Options: Diploma in Practical Nursing

Program Sites:

Chatham Campus – Day Program

Harnett Campus – Day Program

### Course Requirements for Practical Nursing Diploma

A. General Education Courses (7 SHC)		C-L-C1-SHC
ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
PSY 110	Life Span Development	3-0-0-3

B. Required Major Core Courses (33 SHC)		
NUR 101	Practical Nursing I	7-6-6-11
NUR 102	Practical Nursing II	8-0-12-12
NUR 103	Practical Nursing III	6-0-12-10

C. Other Major Hours Required for Graduation (8 SHC)		
BIO 165	Anatomy and Physiology I	3-3-0-4
BIO 166	Anatomy and Physiology II	3-3-0-4

Total Semester Hours Credit Required for Graduation: 48

### Semester Curriculum for Practical Nursing Diploma - Chatham

1st Semester (Fall)		C-L-C1-SHC
BIO 165	Anatomy and Physiology I	3-3-0-4
NUR 101	Practical Nursing I	7-6-6-11
PSY 110	Life Span Development	3-0-0-3
		13-9-6-18
2nd Semester (Spring)		
BIO 166	Anatomy and Physiology II	3-3-0-4

ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
NUR 102	Practical Nursing II	8-0-12-12
		14-5-12-20
3rd Semester (Summer)		
NUR 103	Practical Nursing III	6-0-12-10

Total Semester Hours Credit: 48

Semester Curriculum for Practical Nursing Diploma - Harnett

1st Semester (Spring)		C-L-CI-SHC
BIO 165	Anatomy and Physiology I	3-3-0-4
NUR 101	Practical Nursing I	7-6-6-11
PSY 110	Life Span Development	3-0-0-3
		13-9-6-18

2nd Semester (Summer)

BIO 166	Anatomy and Physiology II	3-3-0-4
NUR 102A	Practical Nursing II	6-0-6-8
		9-3-6-12

3rd Semester (Fall)

ENG 111	Expository Writing	3-0-0-3
ENG 111A	Expository Writing Lab	0-2-0-1
NUR 102B	Practical Nursing II	2-0-6-4
NUR 103	Practical Nursing III	6-0-12-10
		11-2-18-18

Total Semester Hours Credit: 48

**Veterinary Medical Technology**  
**Credential: Associate in Applied Science Degree**  
**in Veterinary Medical Technology**  
**A4578000**

This curriculum prepares individuals to assist veterinarians in preparing animals, equipment and medications for examination and surgery; collecting specimens; performing laboratory, radiographic, anesthetic and dental procedures; assisting in surgery; and providing proper husbandry of animals and their environment.

Course work includes instruction in veterinary anatomy, nutrition, parasitology, pathology, physiology, radiology, terminology, zoology, office practices, laboratory techniques, dentistry, and small and large animal clinical practices. Students also take courses in English, humanities, psychology, mathematics, chemistry and computer technology. Graduates are eligible to take state and national examinations administered by the North Carolina Veterinary Medical Board. Graduates may be employed in veterinary clinics; diagnostic, research or pharmaceutical laboratories; zoos; veterinary schools; or other areas associated with animal care.

Entrance Standards: See General Admission Standards on page 6.

**Program Specific Entrance Standards:**

1. A grade of "C" or better in high school or college biology.
2. Each applicant is required to attend an informational session and tour of the VMT facilities conducted by an admissions counselor and/or VMT faculty. A signed agreement indicating willingness to comply with all VMT specific policies is required of each student prior to entering the VMT program.
3. Upon acceptance, each student is required to submit a student medical form (provided by the College) from his/her physician documenting good health and current vaccination against common childhood diseases and tetanus. In addition, rabies pre-immunization is strongly recommended.
4. Satisfactory Placement Test Scores are required. (All test scores must be less than five years old or the student must have earned a "C" or better in the corresponding developmental courses.) See the Veterinary Medical Technology Guidelines for current required placement scores.
5. Applicants who have attended any college (including CCCC) within the past 5 years must have an overall GPA of 2.0 or better and a most recent semester GPA of 2.0 or better. (Exceptions may be made due to extenuating circumstances.)

Academic Standards: See General Academic Standards on page 16.

**Program Specific Academic Standards:**

1. VMT students who do not receive a grade of C or better in courses with a prefix of VET will not be allowed to continue in the program and must apply for readmission the next year (space available).
2. Students are not allowed to enter the VMT curriculum more than twice (i.e., only one readmission into the VMT program is allowed.)

Program Length: 6 semesters

Career Pathway Options: Associate in Applied Science in Veterinary Medical Technology

Program Sites: Lee Campus - Day Program

Course Requirements for Veterinary Medical Technology Degree

A. General Education Courses (16 SHC) C-L-SHC

ENG 111	Expository Writing	3-0-3
ENG 111A	Expository Writing Lab	0-2-1
ENG 114	Professional Research and Reporting	3-0-3
	Humanities Elective	3-0-3
MAT 110	Mathematical Measurement	2-2-3
	Social Science Elective	3-0-3

B. Required Major Core Courses ( 50 SHC)

COE 112	Co-op Work Experience I	0-20-2
VET 121	Veterinary Medical Terminology	3-0-3
VET 110	Animal Breeds and Husbandry	2-2-3
VET 120	Veterinary Anatomy and Physiology	3-3-4
VET 123	Veterinary Parasitology	2-3-3
VET 125	Veterinary Diseases I	1-3-2
VET 126	Veterinary Diseases II	1-3-2
VET 131	Veterinary Lab Techniques I	2-3-3
VET 133	Veterinary Clinical Practices I	2-3-3
VET 137	Veterinary Office Practices	1-2-2
VET 211	Veterinary Lab Techniques II	2-3-3
VET 212	Veterinary Lab Techniques III	2-3-3
VET 213	Veterinary Clinical Practices II	1-9-4
VET 214	Veterinary Clinical Practices III	1-9-4
VET 215	Veterinary Pharmacology	3-0-3
VET 217	Large Animal Clinical Practices	2-3-3
VET 237	Animal Nutrition	3-0-3

C. Other Major Hours Required for Graduation (9 SHC)

CHM 130	General Organic and Biochemistry	3-0-3
CHM 130A	General Organic and Biochemistry Lab	0-2-1
CIS 111	Basic PC Literacy	1-2-2
OST 131	Keyboarding	1-2-2
VET 114	Introduction to Veterinary Med Tech.	1-0-1

Total Semester Hours Credit Required for Graduation: 75

Semester Curriculum for Veterinary Medical Technology Degree

1st Semester (Fall) C-L-SHC

MAT 110	Mathematical Measurement	2-2-3
VET 121	Veterinary Medical Terminology	3-0-3
OST 131	Keyboarding	1-2-2
VET 110	Animal Breeds and Husbandry	2-2-3
VET 114	Introduction to Veterinary Med Tech.	1-0-1
VET 120	Veterinary Anatomy and Physiology	3-3-4

12-9-16

2nd Semester (Spring)

CHM 130	General Organic and Biochemistry	3-0-3
CHM 130A	General Organic and Biochemistry Lab	0-2-1
ENG 111	Expository Writing	3-0-3
ENG 111A	Expository Writing Lab	0-2-1
	Social Science Elective	3-0-3
VET 123	Veterinary Parasitology	2-3-3
VET 125	Veterinary Diseases I	2-0-2

13-7-16

3rd Semester (Summer)

CIS 111	Basic PC Literacy	1-2-2
VET 131	Veterinary Lab Techniques I	2-3-3
VET 133	Veterinary Clinical Practices I	2-3-3

5-8-8

4th Semester (Fall)

ENG 114	Professional Research and Reporting	3-0-3
VET 126	Veterinary Diseases II	1-3-2
VET 211	Veterinary Lab Techniques II	2-3-3
VET 213	Veterinary Clinical Practices II	1-9-4
VET 215	Veterinary Pharmacology	3-0-3
	Humanities Elective	3-0-3

13-15-18

5th Semester (Spring)

VET 137	Veterinary Office Practices	1-2-2
VET 212	Veterinary Lab Techniques III	2-3-3
VET 214	Veterinary Clinical Practices III	1-9-4
VET 217	Large Animal Clinical Practices	2-3-3
VET 237	Animal Nutrition	3-0-3

9-17-15

6th Semester (Summer)

COE 112	Co-op Work Experience I	0-20-2
---------	-------------------------	--------

Total Semester Hours Credit: 75