



*The Center for Allied Health
and Nursing*

El Centro College Respiratory Care

- Revised for Summer 2019 Application -

The Respiratory Care program is a 65-credit-hour curriculum, which prepares students to become respiratory therapists and perform complex patient care procedures in specialized patient care units and diagnostic laboratories. The Associate of Applied Sciences Degree is awarded for successful completion of the program, which enables the graduate to apply for the Therapist Multiple Choice (TMC) and Clinical Simulation (CS) examinations from the National Board of Respiratory Care (NBRC). Based on performance in the examination, the graduate may be awarded a Certified Respiratory Therapist (CRT) or Registered Respiratory Therapist (RRT) credential. Passing the TMC at the CRT level will allow a graduate to become a Respiratory Care Practitioner (RCP), the legal credential required to work in the state of Texas. El Centro College Respiratory Care AAS (Associate of Applied Science) Program, CoARC Program Reference 200103, 801 Main Street, Dallas, TX 75202, is accredited by the Commission on Accreditation for Respiratory Care (www.coarc.com).

After completion of the 23 credit hours of Respiratory Care Prerequisite Courses, meeting eligibility to apply to the Allied Health Associate Degree programs, and achieving the minimum required scores on designated sections of the HESI A² test, the student applies for entrance into the Respiratory Care courses, which begin in June of each year and encompass 13 months of specific lecture, laboratory, and clinical coursework in respiratory care. Acceptance to the Respiratory Care program is via a **competitive selection process based on grade point average ranking of the Respiratory Care Core curriculum courses**. This information packet details the procedure for program application.

This information packet contains specific application guidelines and requirements for application to the Summer 2019 (June) program. By submitting an application packet, an individual verifies that they have 1) read the packet thoroughly, 2) obtained all necessary documents from designated website addresses, and 3) understands the policies and procedures for application and acceptance to the program.

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by El Centro College without regard to race, color, age, national origin, religion, sex, disability, or sexual orientation.

ELIGIBILITY TO APPLY TO ALLIED HEALTH ASSOCIATE DEGREE PROGRAMS

In order to apply to the June 2019 Respiratory Care program, an applicant must meet the conditions of one of the following Application Eligibility categories (as well as meet other application requirements) prior to the application deadline:

- 1. Completion of the six HPRS courses for the Health Professions Readiness Awards I and II;***

OR

- 2. Documentation of a minimum of two (2) years employment as a healthcare worker with direct patient care experience within the last five (5) years by successful completion of the Prior Learning Assessment Portfolio, programmatic assessment exams, or course work demonstrating the skills/knowledge encompassing the content of the six HPRS courses;***

OR

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3. **Documentation of a current professional credential in a healthcare profession as approved by the Respiratory Care program coordinator.**

For specific information regarding these Application Eligibility categories, see the guidelines at the following link: <https://www.ElCentroCollege.edu/health-app-eligibility>.

A. GENERAL ADMISSION REQUIREMENTS TO THE COLLEGE

Applicants to the Respiratory Care program must meet college admission requirements of El Centro College as outlined in the official college catalog at <https://www.ElCentroCollege.edu/apply-reg>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

All students applying or enrolled at a Dallas County Community college are required to submit their Social Security number to the Registrar's Office. Students who do not possess a Social Security number must complete a form obtained at the Registrar's Office. For more information, consult a Registrar/Admissions Office at any Dallas County Community college.

Official College Transcripts

Prior to application to a health occupations program, potential applicants must have submitted to the Registrar/Admissions Office at one of the seven Dallas County Community colleges **official transcripts from all colleges and universities the applicant has attended whether or not the coursework is relevant to the program application**. The transcripts must be current with the **print date no earlier than three years** prior to the applicant's anticipated admission to a health occupations program. If the official transcripts have not been submitted, the individual's application to a health occupations program will be voided.

Initial Advisement

Students who are beginning college for the first time or who need assistance with placement testing, TSI issues, and/or registration for prerequisite courses must visit with an academic advisor in the College Counseling Center as their first step toward future application to a health occupations program. The student who has not completed college coursework should request a general Associate Degree plan from the Academic Advising Center as a starting point toward application to a health occupations program.

NOTE: Additional assessment testing in computer literacy and learning frameworks courses may be required for certain students. See an Academic Advisor for more information.

Program Information Sessions

Potential applicants are required to view an online Respiratory Care program information session where the program, application procedures, and acceptance policies are discussed in detail. The link to the Respiratory Care program information session is found at:

<https://www.ElCentroCollege.edu/Health-Sessions>

B. APPLICATION REQUIREMENTS TO THE RESPIRATORY CARE PROGRAM

Application to the Respiratory Care Program requires the following steps:

- Application and current admission to a Dallas County Community college.
- Viewing an online Respiratory Care program information session.
- Meeting one of the three Application Eligibility Categories (see page 1).
- Completion of the 23 credit hours of Respiratory Care Prerequisite Courses with a minimum cumulative grade point average of 3.00 or higher on those specific courses and a minimum grade of “C” in each course.
- Completion of designated sections of the HESI A² Test (Reading Comprehension, Grammar, Math, Vocabulary/General Knowledge, and Anatomy/Physiology) with a **minimum score of 70%** on each of the five required sections, in addition to completing the Personality Profile and Learning Styles sections.
- Submission of complete documentation of a current physical exam, tuberculosis screening, required immunizations and CPR certification to Castle Branch.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

C. RESPIRATORY CARE PREREQUISITE COURSES

An applicant must have completed the entire 23 credit hours of Respiratory Care Prerequisite Courses with a minimum cumulative grade point average of 3.00 or higher in order to apply to the Respiratory Care Program. In addition, each course must have been completed with a minimum grade of “C” or higher.

RESPIRATORY CARE PREREQUISITE COURSES

			Lec Hrs	Lab Hrs	Ext Hrs	Cont Hrs	Cr Hrs
BIOL	2401*	Human Anatomy & Physiology I	3	3	0	96	4
BIOL	2402*	Human Anatomy & Physiology II	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
MATH	1314**	College Algebra	3	0	0	48	3
PSYC	2301	General Psychology	3	0	0	48	3
SPCH	1311#	Introduction to Speech Communication	3	0	0	48	3
		Humanities Elective ##	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL PROGRAM PREREQUISITES			21	6	0	432	23

- * **IMPORTANT NOTE:** BIOL 2401 and BIOL 2402 are now the required anatomy/physiology prerequisite courses. BIOL 1406 is the required prerequisite for enrollment into BIOL 2401. A CLEP test is also available for BIOL 1406. There is no longer a five year time limit on BIOL 2401 and BIOL 2402 if the applicant scores 70 or higher on the anatomy/physiology section of the HESI A² which is required for application to this program. SCIT anatomy/physiology courses are no longer accepted for this program.

- ** MATH 1414 – College Algebra will also be recognized as the math prerequisite course; however, it will be calculated as a three credit hour course for ranking purposes only. Higher level math courses such as Calculus may be evaluated for possible substitution if a student did not complete a college algebra course.
- # SPCH 1315 – Public Speaking and SPCH 1321 – Business and Professional Communication will also be accepted for the SPCH 1311 prerequisite course.
- ## Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

D. EVALUATION OF PREVIOUS COURSEWORK

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community colleges, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to a program application filing deadline if possible. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.**

Transcripts and accompanying course descriptions will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary “degree plan” for student advisement purposes.

These evaluations are usually completed within 4-6 weeks. **The evaluation process is not completed during individual appointments or on an “as you wait” basis.** During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take longer to complete. Therefore, it is to the applicant’s advantage to request the Educational Plan at their earliest convenience prior to application to the program.

The El Centro College Health Occupations Admissions Office and the Health Sciences Division reserves the right to accept or reject any coursework completed at other colleges presented for transfer evaluation toward Health Occupations programs.

For more information on requesting evaluation of your previous coursework and the Educational Plan, download the guidelines and Request for Educational Plan form under the “Resources for Potential Applicants” link at <https://www.ElCentroCollege.edu/HealthOccAdmissions>.

Determination of Application Eligibility Category

As part of the Educational Plan process, potential applicants should include additional documentation such as an employer/supervisor letter verifying direct patient care experience, a professional healthcare credential, etc. with the Educational Plan request form which will assist them in determining their Application Eligibility category. See page 8 for examples of documents needed for Categories 2 and 3. Coursework for potential applicants completing the HPRS courses for Category 1 are automatically considered in the Educational Plan review process.

Coursework from Foreign Universities

Only courses such as college algebra and anatomy/physiology may be considered for transfer to Health Occupations programs from colleges or universities outside the United

States. No other courses will be considered. Science courses must be within the five-year time limit. **This evaluation is a multi-step process which may take several weeks. The student must also be enrolled in credit classes at a DCCCD campus before the evaluation process can be initiated.**

For more information regarding the evaluation of foreign coursework for transfer credit, see the “Resources for Potential Applicants” link at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>.

Credit by Examination, CLEP, and Advanced Placement Credit

Credit through CLEP, High School Advanced Placement Exams and Credit by Examination may be awarded for a limited number of courses toward Health Occupations programs.

Advanced Placement (“AP”) credit for ENGL 1301 and MATH 1314 is acceptable if the credit appears on a college transcript as ENGL 1301 and MATH 1314 equivalency. A letter grade is not awarded for “AP” credit.

NOTE: An applicant to the Respiratory Care program may present credit by exam, CLEP, or “AP” credit for only two of the Respiratory Care Prerequisite Courses. Credit will be acknowledged but not calculated with the grade point average.

Detailed information regarding Advanced Placement, CLEP, and Credit by Examination can be found under the “Resources for Potential Applicants” link at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>.

E. HESI A² TEST

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. In addition to completing the four program prerequisite courses, all applicants to the program must also earn **a minimum score of 70 of higher** on the following sections of the HESI A² test: **Reading Comprehension, Grammar, Vocabulary/General Knowledge, Math, and Anatomy/Physiology.** Students must also complete the **Learning Styles and Personality Profile sections** and submit those results with their application materials. The Learning Styles and Personality Profile sections are not graded.

Please note the following important information regarding the HESI A²:

- Test scores are valid for **two years** from the date of testing to the application filing deadline date.
- Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro and Northlake Colleges. The approximate cost of the HESI test at El Centro College (Paramount Building) is \$40.00.
- **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. **Applicants are responsible for submitting their score sheet with their program application materials.**
- HESI A² testing appointments at El Centro College fill quickly. Applicants are encouraged to schedule their HESI A² several weeks prior to an application filing

deadline. . **NOTE: Score sheets may not be available for download from the Elsevier website for 2-3 days. Do not assume that you will have your score sheet to submit with application materials if you test on the application deadline date.**

- The **HESI A² Study Guide** is available at various bookstores including the Follett Bookstores at the El Centro and Northlake Colleges. A **HESI A² Prep** course is periodically offered by the El Centro College Continuing Education Division. Contact that office at 214-860-2147 for dates and times of the prep course.
- **There is no limit on the number of times an applicant may take the HESI A² test for application to the Respiratory Care program.** If the applicant desires to retake the HESI A², **ALL FIVE SECTIONS** must be retaken. Only one score sheet should be submitted with scores of 70 or higher on each of the five required sections. Scores on individual test sections which are printed on separate score sheets cannot be combined. If more than one score sheet is submitted, the scores from the latest HESI testing attempt will be the scores of record. It is not necessary to repeat the Learning Styles and Personality Profile sections on retests. The printout of these sections can be submitted from any testing attempt.
- Before retesting, the applicant is encouraged to review the study guide and/or enroll in the HESI A² prep course to prepare for the retest opportunity.

More information on the HESI A² and the process for scheduling a testing appointment to take the HESI A² at El Centro College is available at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

F. CASTLE BRANCH

Applicants to the Respiratory Care program are required to have a current physical examination, specific immunizations, a tuberculosis screening, and certification in BLS - Basic Life Support CPR. The El Centro College Health Sciences Division utilizes Castle Branch, a medical record management company, to verify these requirements. Applicants submit this documentation directly to Castle Branch which will verify whether the records are complete.

IMPORTANT NOTE: Some of the immunizations required multiple doses on a specific timeline over several months. Therefore, potential applicants to this program should begin their immunizations at least six to seven months prior to applying to the program.

Although applicants to this program are not required to submit all of the physical examination, immunizations, and BLS CPR certification documents to Castle Branch before the application filing deadline, **they are strongly encouraged to do so. If an applicant is accepted to the program, the absolute deadline for submission of the physical examination form, TB screening, and complete immunizations to Castle Branch is July 15th during the first semester of the program.** Therefore, potential applicants to the program are strongly encouraged to begin obtaining that documentation before application to the program.

Failure to submit this documentation and be in compliance with these requirements by July 15th will prevent the applicant from progressing to the fall semester and clinical rotations of the program.

Applicants must be aware that the documentation required by Castle Branch must be kept current throughout their participation in the program.

For more information on Castle Branch and this process, see the “Immunization Requirements” guidelines at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

If accepted to the program, proof of personal healthcare coverage must also be submitted to Castle Branch by July 15th during the first semester of the program. For more information, see item 7 on page 13 of this packet.

G. RESPIRATORY CARE APPLICATION PACKET SUBMISSION – SUMMER 2019 SELECTION

READ THE FOLLOWING INSTRUCTIONS CAREFULLY. Applicants must submit complete application materials to the El Centro College Health Occupations Admissions Office either in person or by mail on or before the application filing deadline.

Application packets with incomplete materials will be disqualified and will be returned to the applicant.

The Respiratory Care program application packet must be submitted in a 9x12 inch envelope and include the following items to be considered complete and valid:

1. DOCUMENTATION OF APPLICATION ELIGIBILITY

Category 1 - Completion of the six HPRS courses will be verified on official transcripts and/or the advising report.

Category 2 - The following documentation must be submitted with application materials:

Official letter from your place of employment on original healthcare facility letterhead with the ink signature of your supervisor verifying your employment position, specific duties, and employment dates (minimum 2 years of direct patient care experience within the last 5 years)

AND

A photocopy of the Non-traditional Equivalent Credit Assessment form signed by the HPRS Coordinator and Division Dean if credit for one or more HPRS courses was awarded through the prior Learning Assessment Portfolio process or if credit was awarded through a programmatic assessment exam. (See page 1 for details.)

If an applicant under Category 2 enrolled and completed one or more HPRS courses through traditional enrollment, the coursework will be verified on official transcripts and/or the advising report.

Category 3 – The following documentation must be submitted with application materials:

Photocopy of a current professional healthcare credential such as a nursing license, ARRT registry, CST certification, CCIS registry, CMA certification, etc.

AND

Official transcript or other official document authenticating the completion of the qualifying degree or certificate.

2. A completed **Respiratory Care Program Application form and the signed Statement of Student's Responsibility form** (both obtained after viewing the online information session).
3. The **HESI A² score sheet(s)** indicating achievement of a **minimum score of 70 or higher on each of the five required sections and the Personality Profile and Learning Style results.**

NOTE: Applicants are solely responsible for ensuring that their current official transcripts from ALL PREVIOUSLY ATTENDED COLLEGES AND UNIVERSITIES (excluding Dallas County Community colleges) are submitted to a Registrar/Admissions Office at a Dallas County Community college prior to applying to an El Centro College health occupations program. Official transcripts must have a print date no earlier than three years of anticipated entry to a health occupations program.

Submitting incomplete application materials will disqualify the application and the student will not be considered further in the application process. Students are advised to retain a photocopy of all materials submitted as their application packet.

ONCE AN APPLICATION PACKET IS SUBMITTED TO THE HEALTH OCCUPATIONS ADMISSIONS OFFICE, ADDITIONAL MATERIALS CANNOT BE ADDED TO THE PACKET. THE PACKET CANNOT BE RETRIEVED BY THE APPLICANT UNTIL AFTER THE FILING PERIOD ENDS.

H. APPLICATION FILING PERIODS

There is one official application filing period for the June 2019 class of the Respiratory Care program:

JANUARY 1, 2019 – THURSDAY, MAY 16, 2019 (by 5:00 p.m.)

Applicants are notified via email of selection status by Thursday, May 23, 2019.

NOTE: The Summer 2019 Respiratory Care program classes are scheduled to begin Tuesday, June 4, 2019.

Complete application packets may be presented in person at the Health Occupations Admissions Office during regular hours of operation or submitted in the drop box adjacent to the office door. Mailed application packets must be received no later than Thursday, May, 16, 2019.

Submit your application by mail to:

Respiratory Care Admissions
Health Occupations Admissions
El Centro College/Paramount
801 Main Street
Dallas, Texas 75202

Submit your application in person to:

Respiratory Care Admissions
Health Occupations Admissions Office Room P-101
Center for Allied Health/Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

I. SELECTION PROCESS

Applicants during the Official Application Filing Period are selected for acceptance to the Respiratory Care program via the following competitive ranking process:

1. Applicants are listed by cumulative grade point average (GPA) on the Respiratory Care Prerequisite Courses from highest (4.00) to lowest (3.00) to initially rank applicants.
2. When two or more applicants have the same cumulative GPA on the Respiratory Care Prerequisite Courses, the combined GPA on the two Anatomy/Physiology courses in the Core (BIOL 2401 and BIOL 2402) will be listed to break the tie.
3. When two or more applicants have the same cumulative GPA on the Respiratory Care Prerequisite Courses and the same combined GPA on the two anatomy/physiology courses, the cumulative score on the five required sections of the HESI A² is used to break the tie.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF RANKING PROCESS

	GPA on Respiratory Care Prerequisite Courses	Combined GPA on Anatomy/Physiology courses (BIOL 2401/2402)	Cumulative Score on the five sections of the HESI A ² test
Applicant #1	4.00	4.00	331
Applicant #2	3.88	3.50	347
Applicant #3	3.76	3.00	324
Applicant #4	3.76	3.00	328
Applicant #5	3.65	2.50	312
Applicant #6	3.53	3.50	286
Applicant #7	3.00	2.00	305
Applicant #8	3.00	2.00	297

If seven spaces were available, applicants 1 through 7 would be accepted.

Notification E-mails

A student who applies during the official filing period and receives an acceptance email is required to respond to a notification email within a specified timeframe to confirm their space in the class. Failure to respond to the email by the specified date and time or failure to attend the scheduled preregistration/orientation seminar for the accepted class will result in forfeiture of the student's space in that class.

NOTE: Applications submitted during an official filing period are not "held over" to the next official filing period. Students who are not selected for admission for the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet during the next filing period to be considered for the next admission opportunity. There is no waiting list for the Respiratory Care Program.

Late Application Filing Period (First-Come, First-Served)

In the event that all individuals on the initial ranked list for the official application filing period are accepted and space still remains in the Respiratory Care class, applications which are submitted during the late filing period will be considered on a first-come, first-served basis. **Late applications must be submitted in person.**

The late application filing period for the Summer 2019 Respiratory Care class is:

Friday, May 17, 2019 through 12:00 noon on Monday, May 20, 2019

NOTE: *Only applicants who are being offered a late space for the Summer 2019 class will be notified via email on Thursday, May 23, 2019. All other late applications will be returned to the applicants.*

It should not be assumed that late applications or the first-come, first-served application process will be necessary for every Respiratory Care incoming class.

Program information packets are revised September 1st of each year and also at other times throughout the academic year as necessary. Program guidelines are subject to change. Students are responsible for insuring they have the latest program information packet available at that time from the website below:

<https://www.EICentroCollege.edu/Health-Packets>

Visit the Respiratory Care Program webpage:

<https://www.EICentroCollege.edu/Respiratory>

Health Occupations webpage:

<https://www.EICentroCollege.edu/HealthCareers>

Health Occupations Admissions Office webpage:

<https://www.EICentroCollege.edu/HealthOccAdmissions>

Like us on Facebook:

<https://www.facebook.com/groups/ECC.AlliedHealthandNursing>

CURRICULUM OVERVIEW – RESPIRATORY CARE – Summer 2019 admission

RESPIRATORY CARE PREREQUISITES			Lec	Lab	Ext	Cont	Cr
			Hrs	Hrs	Hrs	Hrs	Hrs
BIOL	2401	Anatomy/Physiology I	3	3	0	96	4
BIOL	2402	Anatomy/Physiology II	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
MATH	1314	College Algebra	3	0	0	48	3
PSYC	2301	General Psychology	3	0	0	48	3
SPCH	1311	Introduction to Speech Communication	3	0	0	48	3
Humanities elective*			<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
Total Prerequisite Credit Hours			21	6	0	432	23

The Respiratory Care Prerequisite courses are completed in two or more semesters prior to application into the Respiratory Care Program. Prerequisite courses are offered during fall, spring and summer semesters. See a general academic advisor for assistance in registering for Prerequisite courses.

SEMESTER I – Summer (10 weeks)

RSPT	1227	Applied Physics for Respiratory Care	2	0	0	32	2
RSPT	1431	Respiratory Care Fundamentals II	<u>2</u>	<u>4</u>	<u>0</u>	<u>128</u>	<u>4</u>
			4	4	0	160	6

SEMESTER II – Fall

RSPT	1307	Cardiopulmonary Anatomy/Physiology	3	0	0	48	3
RSPT	2317	Respiratory Care Pharmacology	3	0	0	48	3
RSPT	1311	Respiratory Care Procedures II	2	3	0	80	3
RSPT	2258	Respiratory Care Patient Assessment	2	1	0	32	2
RSPT	2310	Cardiopulmonary Disease	3	0	0	48	3
RSPT	1360	Clinical-Respiratory Therapy/Therapist	<u>0</u>	<u>0</u>	<u>12</u>	<u>192</u>	<u>3</u>
			13	4	12	448	17

SEMESTER III – Spring

RSPT	2453	Neonatal/Pediatric Cardiopulmonary Care	2	4	0	128	4
RSPT	2314	Mechanical Ventilation	2	3	0	80	3
RSPT	2325	Cardiopulmonary Diagnostics	3	0	0	48	3
RSPT	2231	Simulations in Resp. Care	1	2	0	32	2
RSPT	1141	Respiratory Home Care/Rehabilitation	1	1	0	32	1
RSPT	2362	Clinical-Respiratory Therapy/Therapist	<u>0</u>	<u>0</u>	<u>15</u>	<u>240</u>	<u>3</u>
			9	10	15	560	16

SEMESTER IV – Summer (5 weeks)

RSPT	2263**	Clinical-Respiratory Care Therapy/Therapist	0	0	6	96	2
RSPT	2166**	Practicum-Respiratory Therapy/Therapist	<u>0</u>	<u>0</u>	<u>10</u>	<u>160</u>	<u>1</u>
			0	0	16	256	3

TOTAL PROGRAM HOURS =	47	24	43	1860	65
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* Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

** **RSPT 2263 – Clinical – Respiratory Care Therapy/Therapist and RSPT 2166 – Practicum – Respiratory Care Therapy/Therapist are the Capstone experiences for the Associate Degree in Respiratory Care.**

A minimum grade of “C” is required in all courses.

GENERAL INFORMATION

1. The Respiratory Care program is approved to accept 20* students for each June class.
 - * The El Centro College Health Sciences Division reserve the right to make changes in program enrollment capacity.
2. Once admitted to the Respiratory Care program, a student must complete each Respiratory Care course during the semester in which it is scheduled and each course must be passed with a grade of “C” or better for the student to continue in the program curriculum.
3. Respiratory Care courses are taught during daytime hours. Lecture classes may end as late as 6:30 p.m. Clinical training at a local hospital begins during Semester II (Fall) of the program and involves approximately 12 clock hours per week. Clinical training in Semester III (Spring) involves 16 hours per week. Clinical training in semester IV may include 12-hour shifts and may end as late as 7: 30 p.m. Due to patient care schedules, clinical days may begin as early as 5:30 a.m.
4. In considering respiratory care as a career, applicants should be aware that as a respiratory care practitioner, they will be required to:
 - Lift and move patients; push, pull, and/or lift equipment; stand, stoop, or bend for long periods of time; walk or be on your feet for long periods of time.
 - Move very quickly (in emergency situations).
 - Perform multiple psychomotor skills, many involving fine motor skills.
 - Take patient vital signs; for example, pulse, respiratory rate, blood pressure, etc.
 - Use a stethoscope to listen to patients for breath sounds.
 - Read manometers, scales, dials, meters, etc.
 - Communicate effectively with patients and their families, physicians, nurses, and other health care providers.
 - Develop and use multiple interpersonal relationship skills.
 - Function effectively in high stress situations.
 - Legible handwriting.
5. Applicants who are accepted to the program must submit physical examination and immunization documentation to Castle Branch no later than July 15th during their first semester of the program. The physical examination must be on the **official El Centro Health Form** available at the “Immunizations” link at <https://www.ElCentroCollege.edu/HealthOccAdmissions> and must have been documented no earlier than 12 months prior to the application deadline. The specific immunizations and screenings are indicated on the El Centro Health Form.
6. Applicants who are accepted to the program must be certified in BLS – Basic Life Support (formerly “Healthcare Provider”) cardiopulmonary resuscitation (CPR) as designated by the American Heart Association and a photocopy of the front and back of the card must be submitted to Castle Branch with immunization records no later July 15th during their first semester of the program. The CPR

certification must not expire during any semester when enrolled in the program. CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc. **Totally online CPR certification classes including those offered by the Red Cross are not valid for application to health occupations programs.**

7. Personal healthcare insurance coverage is required for all health occupations students. **Proof of coverage must be submitted to Castle Branch with immunization records, no later than July 15th if the student is accepted to the program.** Students must secure their own coverage and the insurance policy must cover the student at any hospital facility. Information on college student policies and rates can be found under the “Resources for Potential Applicants” link at <https://healthcare.gov>.
8. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College Multicultural Center Office (Room CM-60, telephone 214-860-2090) regarding eligibility to apply for a Social Security number before graduation from the program. **A Social Security number is required for graduates to take the NBRC exam and to be licensed to practice in the field of Respiratory Care by the Texas Department of State Health Services.**
9. Many of the Respiratory Care Prerequisite courses and selected HPRS courses are offered online. Students without prior experience with Internet courses should take the Smarter Measure – Learning Readiness Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://ecc.smartermeasure.com/> and log in as a New User. The current User Name is **choose el centro** and the Password is **student**.
10. *Criminal Background Check / Drug Screening*

All students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$86.00) for these screenings. **This procedure is conducted after a student has been accepted to their respective program.**

Results of these screenings are forwarded to the El Centro College Health Sciences Division for review and verification that a student is eligible to attend clinical rotation. All background check and drug screening results become the property of the Health Sciences Division and will not be released to the student or any other third party.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student's expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student's immediate expulsion from the clinical facility. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Health Occupations program.

More information regarding the Criminal Background Check and Drug Screening procedure is found under the “Resources for Potential Applicants” link at:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

11. Students are responsible for their own transportation arrangements to the college and to their assigned health care facilities for clinical experience. Clinical assignments occur at various Metroplex clinical affiliates. Examples are:

Baylor Heart Hospital Dallas
Baylor Our Children's House
Baylor University Medical Center
Children's Medical Center

Methodist Dallas Medical Center
Parkland Health and Hospital System
William P. Clements, Jr. University Hospital

12. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the Cashier's Office for details.

13. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at:

<https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/dw.cfm?loc=ECC>

14. El Centro College charges a higher tuition rate for courses in which a student registers for the third or more times. The "Third Attempt" policy includes courses taken at any of the Dallas County Community colleges since the Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the "Third Attempt" policy, please see the link at:

https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/Third_Attempt.cfm?loc=ECC

15. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins.

16. Graduates are eligible to attempt the credentialing exams administered by the National Board for Respiratory Care. **A Social Security number is required for graduates to take the exam.** Graduates who achieve the designated cut score on the NBRC exam are eligible to apply to the Texas Medical Board to obtain a Respiratory Care Practitioner (RCP) license. The RCP license is required to practice respiratory care in the state of Texas. Included in the RCP application are the following questions:

- "8. Have you ever been convicted, pled guilty or pled nolo contendere to any misdemeanor or felony? (Do not include juvenile or misdemeanor traffic violations.)

_____ Yes _____ No

PLEASE NOTE: If YES, a copy of the charges and disposition papers MUST be attached. Driving while intoxicated (DWI) is NOT a minor traffic violation. Applicants must provide all information relating to criminal history. Discovery of criminal convictions not disclosed may

result in denial of your license and disclosure of discovered information to other licensing boards.”

DO NOT ANSWER THESE QUESTIONS. They are presented here to inform you of the legal credential application process regarding prior convictions.

17. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. More information on filing procedures and deadlines is found at <http://www.dcccd.edu/PC/FA>. The Health Sciences Division Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact the Health Sciences Division at 972-860-5095 for more information.

18. Please visit the website below for a link to the CoARC Respiratory Care Programmatic Data and other links to professional organizations and other information regarding the respiratory care profession.

<https://www.coarc.com/Students/Programmatic-Outcome-Data.aspx>
<http://www.nbrc.org>
<http://www.dshs.state.tx.us/respiratory/default.shtm>
http://www.aarc.org/career/be_an_rt
<http://www.rcjournal.com>

19. Please contact the individuals below for assistance (physical addresses):

Idichandi Idicula, Program Coordinator
Respiratory Care
El Centro College/Paramount
301 North Market Street
Dallas TX 75202
Email: iidicula@dcccd.edu
Telephone: 972-860-5070

Jennifer de la Garza, Clinical Coordinator
Respiratory Care
El Centro College/Paramount
301 North Market Street
Dallas, TX 75202
Email: jdelagarza@dcccd.edu
Telephone: 972-860-5072

Respiratory Admissions
Health Occupations Admissions
El Centro College
301 North Market Street Room P-101
Dallas TX 75202
Telephone: 972-860-5001
Email: ECCHOAO@dcccd.edu

Health Occupations Admissions
El Centro College
301 Main Street
Dallas, TX 75202
Email: ECCHOAO@dcccd.edu

The official mailing address for all application materials and correspondence is:

Respiratory Care Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Official transcripts should be mailed directly to:

El Centro College – Registrar
801 Main Street
Dallas, TX 75202-3604

EScript transcripts must be sent directly to:

Registrar-ECC@dcccd.edu

ESTIMATED EXPENSES FOR THE RESPIRATORY CARE PROGRAM *

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
RESPIRATORY CARE PREREQUISITE COURSES			
Tuition - (23 credit hours)	\$ 1,357.00	\$ 2,553.00	\$ 4,002.00
Textbooks	635.00	635.00	635.00
HESI A ² Test Fee	40.00	40.00	40.00
Physical Exam and Immunizations ***	225.00	225.00	225.00
Castle Branch	25.00	25.00	25.00
CPR Certification	65.00	65.00	65.00
Total	<u>\$ 2,347.00</u>	<u>\$ 3,543.00</u>	<u>\$ 4,992.00</u>
RESPIRATORY CARE PROGRAM			
Semester I – Summer			
Tuition (6 credit hours)	\$ 354.00	\$ 666.00	\$ 1,044.00
Respiratory Care Textbooks	206.00	206.00	206.00
Lab Kit	87.80	87.80	87.80
Professional Liability Insurance	5.00	5.00	5.00
Background Check/Drug Testing	86.00	86.00	86.00
Total	<u>\$ 738.80</u>	<u>\$ 1,050.80</u>	<u>\$ 1,428.80</u>
Semester II – Fall			
Tuition (17 credit hours)	\$ 1,003.00	\$ 1,887.00	\$ 2,958.00
Respiratory Care Textbooks	322.00	322.00	322.00
Liability Insurance **	11.70	11.70	11.70
Fees	40.00	40.00	40.00
Uniforms (2)/Lab Coat	120.00	120.00	120.00
Name Badge	10.00	10.00	10.00
Total	<u>\$ 1,506.70</u>	<u>\$ 2,390.70</u>	<u>\$ 3,461.70</u>
Semester III – Spring			
Tuition (16 credit hours)	\$ 944.00	\$ 1,776.00	\$ 2,784.00
Respiratory Care Textbooks	175.00	175.00	175.00
Therapist Multiple Choice (TMC) Exam	50.00	50.00	50.00
Clinical Simulation (CS) Exam	70.00	70.00	70.00
Total	<u>\$ 1,239.00</u>	<u>\$ 2,071.00</u>	<u>\$ 3,079.00</u>
Semester IV – Summer			
Tuition (2 credit hours)	\$ 118.00	\$ 222.00	\$ 348.00
Credential Exam Review	295.00	295.00	295.00
Total	<u>\$ 413.00</u>	<u>\$ 517.00</u>	<u>\$ 643.00</u>
TOTAL ESTIMATED PROGRAM EXPENSE	\$ 6,244.50	\$ 9,572.50	\$ 13,604.50

* Tuition and other fees are subject to change. See official catalog for tuition table. Tuition above is current for September 2018.

** Liability insurance is assessed each fall at \$11.70 to cover fall, spring, and summer semesters.

*** Estimated cost of physical exam and immunizations.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Personal health care insurance coverage, transportation and Parking Fees to El Centro and hospital clinical sites.

RESPIRATORY CARE APPLICATION CHECKLIST

This checklist is provided to assist you in following the steps toward program application. It is not part of the application packet which is submitted with transcripts, etc.

1. _____ Obtain Respiratory Care program information packet and view an online Respiratory Care information session.
2. _____ Complete an application for college admission and submit official transcripts from all previously attended colleges and universities to El Centro College Registrar's Office or the Registrar/Admissions Office at any other Dallas County Community college.
3. _____ See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
4. _____ If needed, request Educational Plan/transfer evaluation of course work taken at other colleges that applies to the Respiratory Care Core Curriculum with Health Occupations Admissions Office.
5. _____ Meet one of three Application Eligibility Categories in order to qualify to apply to the program. See these categories at: <https://www.elcentrocollege.edu/health-app-eligibility>
6. _____ Complete the following Respiratory Care Prerequisite Courses (minimum grade of "C"):

_____ ENGL 1301	_____ SPCH 1311 or 1315 or 1321
_____ BIOL 2401	_____ PSYC 2301
_____ BIOL 2402	_____ Humanities elective _____
_____ MATH 1314 or 1414	
7. _____ Complete the HESI A², scoring a minimum of 70% on all five required sections of the test **and** complete the Personality Profile and Learning Styles sections.
8. _____ See a physician or healthcare clinic for a physical examination and obtain all required immunizations, and TB screening; obtain BLS – Basic Life Support CPR certification.
9. _____ Submit physical exam form, immunization, TB screening documentation & photocopy of front and back of CPR card to Castle Branch prior to the application filing deadline.
10. _____ Compile the following materials as your complete respiratory care application packet:

_____ Supporting documentation if applying under Application Eligibility Category 2 or 3. (See guidelines on pages 7-8).
_____ Completed Respiratory Care Application form and signed Statement of Students' Responsibility forms (both available after viewing the online info session).
_____ Official HESI A ² score sheet(s) indicating minimum score of 70% on each of the five required sections of the test <u>and</u> the Personality Profile and Learning Styles section results.
_____ Copies of any request for course substitution forms (for evaluated transferred courses), educational plans, etc.
11. _____ Place the above materials in a 9" x 12" envelope for submission either in person or by mail to the individual below during a designated filing period.

MAILING ADDRESS:

Respiratory Care Admissions
Health Occupations Admissions
El Centro College/Paramount
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:

Respiratory Care Admissions
Health Occupations Admissions – Rm P-101
El Centro College/Paramount
301 North Market Street
Dallas TX 75202