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Please read fully & carefully.

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Save this important document because you will need this for future reference! Please read thoroughly.

In order to be prepared to begin classes in Fall 2022 Semester, the nursing program needs you to follow all of the instructions below and complete items by the listed deadlines.

Please read carefully before contacting the nursing program with any questions.

REQUIREMENT SUMMARY:

Failure to comply with these requirements could cause you to be removed from the program and an alternate student admitted in your place.

Document Maintenance:

- We strongly suggest you keep a folder or portfolio of the documentation listed below. **Do not rely** on your employer to be able to provide you access to records they have on file – this has been problematic for a number of RN students in the past.
  - Immunization records with notes on expiration dates;
  - BLS certification and renewals;
  - Background check results; and
  - Drug screening results.

DUE no later than Monday, July 18, 2022:

- **Criminal Background Check** -- see pages 3-4 (no result print-out needed because we have access)
- **Drug Screening** -- see pages 3-4 (no result print-out needed because we have access)

DUE at Orientation on Friday, August 26, 2022 (**SINGLE-SIDED** prints only accepted):

- **Immunization Records**: All of your required immunization records (see page 5).
- **Basic Life Support / Healthcare Provider Certification**: if you don’t already have proof of this certification to print out, please see page 6 for options.
- **RN Student Handbook Forms**: Forms 1, 2, 3, and 4 from the Fall 2022 RN Student Handbook, which we will post on the “Nursing Student Resources” webpage ([http://mc.umt.edu/nursing/nursing-student-resources.php](http://mc.umt.edu/nursing/nursing-student-resources.php)) by July 29. Cyndi will email you when the “new” handbook is posted.
- **Bloodborne Pathogens Quiz**: As part of the Nursing Program, you must have yearly bloodborne pathogens education. Please go to [http://www.umt.edu/research/compliance/IBC/bbp.php](http://www.umt.edu/research/compliance/IBC/bbp.php) and view the PowerPoint at the bottom of the page, then print off and take the quiz associated with it.
CRIMINAL BACKGROUND CHECK & DRUG SCREEN: Must be completed by July 18.

- Both the criminal background check and the drug screening are required by our clinical agencies. A search of the National Sex Offender Registry is included in the background check.

- It is the clinical facility, not the University of Montana or Missoula College that determines if a student’s background check is acceptable for student learning within their institution. If the student is denied access to the clinical site, it is an automatic failure of the course due to inability to complete the required objectives. We must show proof to the clinical facilities that you completed the check.

Where / How to Complete:

- The Nursing Program has a contract with Verified Credentials (VC) for a reduced rate; (closed July 4).

- If necessary, for the drug screening only, arrangements can be made for testing other than with VC, i.e. via an employer.

☐ CRIMINAL BACKGROUND CHECK** - Must be completed by July 18, 2022.

- 7-Year Comprehensive Check: Can take up to 2 weeks to complete.

- Background Anomalies: If you suspect your check with show any anomalies, please give advance notice to Linda Barnes, Nursing Program Director, at Linda.Barnes@umontana.edu.

- Cost / Payment: The cost is $76.60 and payment; registration and payment are done online. See the following page for detailed instructions.

- Results: We will print results once completed and put in your student file.

☐ DRUG SCREENING** - Must be completed by July 18, 2022 AND within 30 days of payment.

- 10-Panel Urine Screen: All Health Professions students must complete a 10-panel urine drug screen just once during their time in the program. The screen cost and administration is the responsibility of the student.

- Cost / Payment: The cost through VC is $39; registration and payment are done online. See the following page for detailed instructions. Once payment is made, VC will email you with instructions regarding appointments/walk-ins and what to bring with you when you test. You must have the screening done within 30 days of payment or it expires.

- Testing Sites: If you are outside of Missoula, VC will provide testing sites in your area. The Missoula testing sites are:
  
  o American Mobile Drug Testing, 3475 W. Broadway, (406) 543-8111; Open M-F, 8:00-4:45 pm, BUT closed for an hour that is flexible between 11-1.

  o Compliance Monitoring Systems, 2809 Great Northern Loop #200, (406) 529-1789.

- Results: We will print results once completed and put in your student file.

- If You Test Positive, you will be contacted by the screening facility and your screen results will go through a medical review process to determine if any prescribed medications are contributing to the positive test. Our clinical facilities have the final say in whether or not you are approved to participate in patient care at their site.

(Verified Credentials continued on next page)
How Verified Credentials Works:

<table>
<thead>
<tr>
<th>Program: IMPORTANT – Use the CODE that matches your phase</th>
<th>Code:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Background Check - Nursing Program</td>
<td>VWXYC-89926</td>
</tr>
<tr>
<td>Background Check Update - Nursing Program</td>
<td>MMJYT-64977</td>
</tr>
<tr>
<td>(Use only if previously done a background check with MC Nursing Program)</td>
<td></td>
</tr>
<tr>
<td>Drug Screen – Nursing Program</td>
<td>VWWFM-88366</td>
</tr>
<tr>
<td>NOTE: This screening must be done within 30 days of registration &amp; payment!</td>
<td></td>
</tr>
</tbody>
</table>

Verified Credentials Registration & Payment:

- For Best Results - Use a laptop or desktop computer to complete this process.
- If any problems: call 800.938.6090 or email ClientServices@verifiedcredentials.com.
- Go to: http://scholar.verifiedcredentials.com/mc.umt

Optional Drug Screening Facilities:

Our preference is for you to use Verified Credentials, but if you cannot for some reason, for a list of other facility options that do not offer the $39 rate, email Cyndi.Stary@umontana.edu.

Additionally, you must arrange for your results to be sent to:
  Missoula College Nursing Program
  1205 E. Broadway St.
  Missoula, MT 59802
IMMUNIZATIONS: Read each immunization requirement carefully. Submit clear, 1-sided prints only.

Getting your previous immunization/vaccination records:
If you do not already have your records for past immunizations, please start early by contacting your healthcare provider or high school or whatever organization(s) through which you received your immunizations.

► Immunization Submission Requirements:
You MUST submit proof of all of the following to BOTH the Nursing Program and to UM Curry Health Center.

- **Nursing Program Submission:** Print out clear, one-sided documents and submit on Orientation Day. Make sure that your name is on each sheet or else put all together in an envelope before submitting.
- **Curry Health Center Submission:** You can do one of four different ways as listed below. If you have questions, you can call Curry and make a no-charge appointment with one of their RNs to discuss immunizations – 406.243.2122.
  1. UPLOAD your records: Go to www.umt.edu/curry-health-center and click on “Health Portal”
  2. DROP OFF hard copies at Curry Medical Reception office on the 4-year campus at 634 Eddy Avenue.
  3. FAX them to Curry secure FAX machine -- 406.243.2254 (include your 790# on fax cover sheet & indicate this is for Missoula College Nursing Program.)
  4. MAIL to Curry Health Center, 634 Eddy Avenue, Missoula, MT 59812 (include your 790# on a cover sheet & indicate this is for Missoula College Nursing Program.)

1. **COVID-19 Vaccination:** Documentation of completed vaccination series (Pfizer or Moderna) –or- single dose Johnson & Johnson, OR World Health Organization-approved vaccine series if received outside of the U.S. HOWEVER, pending updated information from our clinical sites, students may have to be “up-to-date,” which may include one or two boosters. Otherwise, an approved exemption must be submitted. **Exemption Process:** Students may request from Linda Barnes, Nursing Program Director, a medical or a religious exemption form. Once fully completed, the form is either approved or denied by the university, then each clinical site has the right to approve or refuse. Please know that if an exemption is approved, your ability to complete the required # of clinical hours may be affected.

2. **Hepatitis B Series (vaccinations AND titer):** The series of shots is 2, 3, or 4 doses depending on the manufacturer. Some people have received the series as children so will just need a titer to prove immunity. If you have not yet received the series, you will need to start this ASAP because it can take several months to complete. The titer is the final step after the vaccination series is complete.
   - Provide proof of your hepatitis B vaccination series (HBV) AND a positive titer.
   - (Can be declined, but student must sign declination forms, indicating they understand the full health risk and are taking responsibility if HepB is contracted.)

3. **MMR Series (vaccinations OR titer):** This is also a requirement to be a student at UM and most other universities. [https://www.cdc.gov/vaccines/vpd/mmr/public/](https://www.cdc.gov/vaccines/vpd/mmr/public/)
   1. Provide proof of the 2-shot series MMR (mumps, measles, rubella) vaccination.
   2. OR a positive MMR titer. Note that if needing this, the 2-shot series MMR should be administered at least 4 weeks apart.

4. **TB (tuberculosis):** Provide proof of one of the following negative TB tests that was done in the last 12 months. If the test is positive, a chest x-ray is required. This is required just once during the program. (See under How Do You Get Tested for TB? -- [https://www.cdc.gov/tb/publications/factsheets/general/tb.htm](https://www.cdc.gov/tb/publications/factsheets/general/tb.htm)
   1. Negative TB skin test that will be “read” 48-72 hours after being administered (this means 2 visits – one for test and one for reading the results)
   2. OR a Negative Quantiferon TB blood test.

5. **Tetanus with Pertussis, i.e. Tdap:** After initial Tdap vaccine is received, a booster is required every 10 years.
   - Provide proof of current Tdap (tetanus, diphertheria and whooping cough/pertussis).
   [https://www.cdc.gov/vaccines/hcp/vis/vis-statements/tdap.html](https://www.cdc.gov/vaccines/hcp/vis/vis-statements/tdap.html)

6. **Varicella (2-dose series OR titer):** Provide proof of Varicella (chickenpox) vaccination series OR a titer. [https://www.cdc.gov/vaccines/vpd/varicella/hcp/recommendations.html](https://www.cdc.gov/vaccines/vpd/varicella/hcp/recommendations.html)

7. **Flu:** Students will be contacted when seasonal flu vaccines are available about this requirement, which is usually in October or November.

**Titers & Boosters Explained:** A *titer* measures the antibodies in your blood to determine if you have immunity to a disease. If titer is negative, a vaccination booster or series is required. A *booster* is an extra administration of a vaccine after an earlier dose. This dose is a re-exposure to the immunizing antigen to insure a later positive titer.
BASIC LIFE SUPPORT:

Basic Life Support (BLS) Provider:

- **REQUIREMENT:**
  Provide proof of taking and passing a Basic Life Support (BLS) course for Health Care Providers. We need a copy of both sides of your card OR ELSE the accompanying certificate.

  **If you hold a current certification that is different than the pictured card,** please take a photo or scan of it and email it to Cyndi no later than July 20 to check it. Send to Cyndi.stary@umontana.edu.

- **BLS TRAINING SESSION AT MISSOULA COLLEGE – 2 OPTIONS:**

  1. **Full In-Person 4-hr Course (lecture & skills):** Cost $75 plus optional books $14-16.
     - Date/Time: Wed or Thur, August 24 or 25, 10:00am to 2:00pm (limited to 6 per session).
     - Location: MC 116 (nursing lab).
     - To sign up: Email Robin.MacMillan@mso.umt.edu.

  2. **Online Lecture Modules + Separate In-Person Skills Check-off:** Total cost $66-$82
     - In-Person 30-min. Skills Check-Off Session: Cost $35.
       - Date/Time: Fri. Aug. 26, sessions begin 2:00pm and repeat every 30 minutes.
       - Location: MC 116 (nursing lab).
       - To sign up: Email Robin.MacMillan@mso.umt.edu.

  - Online Lecture Only Modules: $32.50 plus optional books $14-16. **Must complete by Thurs., Aug. 25** and bring certificate of completion to the skills check-off session.
    - Lecture Only registration link: [https://shopcpr.heart.org/courses/bls?utm_source=referral&utm_medium=FindACourse&utm_campaign=FindACourseFilter](https://shopcpr.heart.org/courses/bls?utm_source=referral&utm_medium=FindACourse&utm_campaign=FindACourseFilter)

  Optional textbook: ebook ($14); paperback ($16).
  
  **Note for future – recertification exam is open-book so having the text may be helpful.**

- **TRAINING OPTIONS ELSEWHERE:** If you decide to take a course elsewhere, the course must be taught specifically for Health Care Providers. It must cover CPR for infants, children, and adults, as well as care for obstructed airways, use of an Ambu bag, and use of the automatic external defibrillator (AED).

  One option for courses is via Missoula Lifelong Learning Center. Here is the link to their course schedule: [https://go.asapconnected.com/?org=3561#CourseGroupID=55299](https://go.asapconnected.com/?org=3561#CourseGroupID=55299).
SUPPLIES REQUIRED:

☐ Scrubs -- must be worn to NRS 233 lab on Thursday, September 1.

Purchase maroon/burgundy scrubs (cost varies) from wherever you can find them. Some locations are The UM Bookstore on the Mountain Campus, The Little Scrub Shop, Solestone, Walmart, Walmart Online, Amazon, and Meridy’s Uniforms, a new company that recently contacted us who offer stain-resistant uniforms (https://meridys.com), or elsewhere as long as the color matches UM maroon. Students have found scrubs in good shape at some Missoula second-hand shops. [Current prices at the UM Bookstore are approximately $25 each for tops and bottoms].

• NOTE donated scrubs on-hand: We have a selection of donated scrubs from recent nursing program graduates. Stop in at Cyndi Stary’s office (MC 441) BEFORE her last day Friday, July 29 to check them out. Given out on a first-come, first-served basis.

☐ Patch for scrub top: we have our own MC Nursing Program patch that will be available at Orientation – OR—you can stop by Cyndi’s office and purchase. The cost is $5 per patch, payable by cash to Cyndi Stary or to her Venmo account Cyndi-Stary-1 BEFORE her last day Friday, July 29. The patch is placed on the left upper arm at the shoulder of your scrub top(s).

The following supplies are required for your Thursday, September 1 lab. Any questions should be raised during Orientation on Friday, August 26, 2022.

☐ Stethoscope ☐ Pen light
☐ Blood pressure cuff ☐ Watch that shows seconds
☐ Bandage scissors ☐ Hemostat (recommended - not required)

REQUIRED ELECTRONIC RESOURCES: Payment deadline will be in September (info to follow).

The RN Program uses Kaplan nursing and patient modules throughout the four semesters of the ASN curriculum. Kaplan’s learning modules and skills testing enrich our curriculum, providing you with the most current and evidence-based education and NCLEX (RN license exam) preparation.

You will have module access by Orientation. Kaplan will send you 2 separate emails: one with your module account log-in information; the second will provide payment details. You will be billed directly by Kaplan for the module package listed below.

☐ Kaplan nursing modules: $165.00 per semester for 4 semesters (total $660.00)

SCHOLARSHIPS:

Apply Now! It is best to complete the FAFSA (http://www.umt.edu/finaid/apply-for-aid) because that data will be taken into account for any needs-based scholarships that are contained in the UM Scholarship Portal.

UM Scholarship Portal: Here is the direct link to the UM Scholarship Portal (https://umt.academicworks.com/users/sign_in); however, we suggest starting with the Scholarships homepage because there is additional information there: http://www.umt.edu/finaid/apply-for-aid/scholarships/. The portal requires you to complete an online application; your entered data will be used to screen scholarships and match you up with any that you are eligible for. For scholarships with a further selection process, Missoula College has a Scholarship Committee that will meet and make those decisions.

Nursing-Specific Scholarships: Nursing and healthcare specific scholarships and any others we become aware of will be posted on the Nursing Student Resources webpage at https://www.umt.edu/missoula-college-nursing/nursing-student-resources.php, plus nursing students will be emailed.
COURSES & SCHEDULE:

<table>
<thead>
<tr>
<th>CRN</th>
<th>Course No.</th>
<th>Sec#</th>
<th>Course Title</th>
<th>Cr.</th>
<th>Start Date</th>
<th>End Date</th>
<th>Days</th>
<th>Start Time</th>
<th>End Time</th>
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<tbody>
<tr>
<td>72071</td>
<td>NRSG 230</td>
<td>01</td>
<td>Nursing Pharmacology</td>
<td>3</td>
<td>Aug 30</td>
<td>Dec 16</td>
<td>T</td>
<td>9:00</td>
<td>10:50</td>
<td>Sillars, Ginger</td>
</tr>
<tr>
<td>72072</td>
<td>NRSG 231</td>
<td>01S</td>
<td>Nursing Pharmacology Lab</td>
<td>2</td>
<td>Aug 30</td>
<td>Oct. 11</td>
<td>M**</td>
<td>8:00</td>
<td>10:50</td>
<td>Sillars, Ginger &amp; Barker, Wendy</td>
</tr>
<tr>
<td>72073</td>
<td>NRSG 232</td>
<td>01</td>
<td>Foundations of Nursing</td>
<td>3</td>
<td>Aug 29</td>
<td>Dec 16</td>
<td>W</td>
<td>12:00</td>
<td>2:50</td>
<td>Barker, Wendy</td>
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<tr>
<td>72074</td>
<td>NRSG 233</td>
<td>01</td>
<td>Foundations of Nursing Lab</td>
<td>3</td>
<td>Aug 29</td>
<td>Dec 16</td>
<td>R</td>
<td>8:00</td>
<td>10:50</td>
<td>Barker, Wendy &amp; Cirulnick, McKinsey</td>
</tr>
</tbody>
</table>

The following course is optional.

72940 NRSG 292 50 Study Techniques for Nursing 1 Aug 29 Dec 16 Online/Internet Barnes, Linda

Day Schedule Irregularities: There will be no further changes unless COVID-19 forces them.

Monday
- **The first Monday** that you will need to be in NRSG 231, Pharmacology lab, is Sept 12.
- You will have this NRSG 231 lab every Monday from Sept 12 through Oct. 10, then Mondays are free.

Tuesday
- NRSG 230, Pharmacology lecture is every Tuesday 9:00-10:50am.
- NRSG 231, Pharmacology lab is 11:00am-12:50pm every Tuesday, BUT only through Oct. 11.

Wednesday
- NRSG 232, Foundations lecture is 12:00-2:50pm.

Thursday
- NRSG 233, Foundations lab is every Thursday 8:00-10:50am and 12:00-2:50pm.

Friday FREE!

TEXTBOOKS:

Place your textbook order at least 3 weeks before you need it.

If you order from FA Davis, you’ll receive a 20% discount + free shipping.

Website: [www.FADavis.com](http://www.FADavis.com) Promo Code 442DPJHJ

SEASON 1 ONLY – BUNDLED books

**NRSG 232-233**

**REQUIRED (must be purchased “new” so online components include):**

*Davis Advantage for Basic Nursing: Thinking, Doing, and Caring, 3rd Edition*

**REQUIRED (used version acceptable)**

*Clinical Simulations for Nursing Education: Participant Volume, 2nd Edition*
By Patricia M. Dillon. ISBN-13: 978-0-8036-6969-7 / Publication Date: 11/10/2017

SEASON 1 ONLY – NOT part of a bundle

**NRSG 230-231**

**REQUIRED:**

*Pharmacology for Nurses: A Pathophysiologic Approach, 6th Edition*
By Michael P. Adams, Leland Norman Holland Ph.D., Carol Urban PhD, RN.
ISBN-13: 978-0135218334 / Publisher: Pearson / Publication Date: February 22, 2019 / Paperback

**NRSG 232-233**

**RECOMMENDED:**

*Nursing Care Plans: Guidelines for Individualizing Client Care Across the Life Span, 10th Edition*
By Marilyn E. Doenges APRN BC; Mary Frances Moorhouse RN MSN CRRN; Alice C. Murr BSN RN.
ISBN-13: 978-0-8036-6086-1 / Publication Date: 01/08/2019

NOTE: Bundles may be available for later semesters in the future.