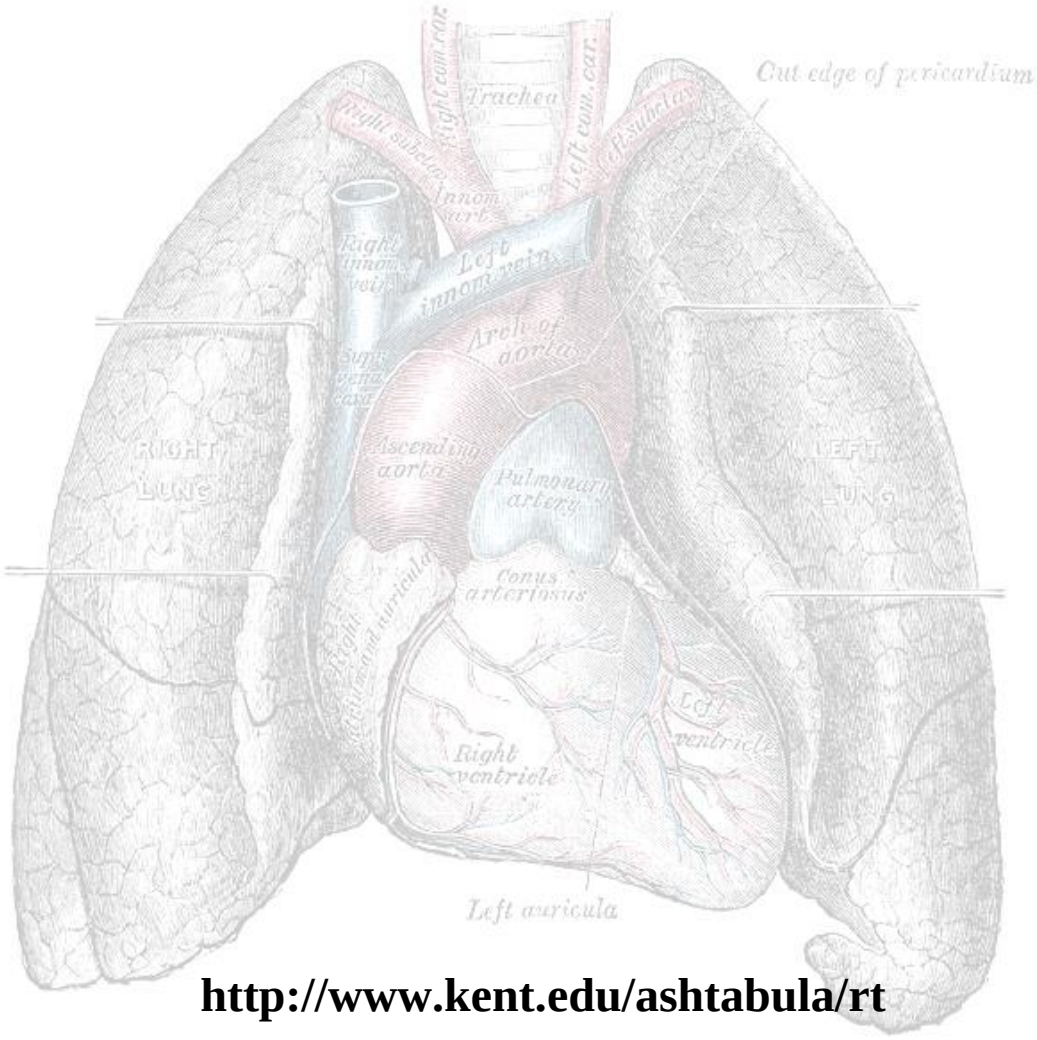
KENT STATE UNIVERSITY ASHTABULA

Respiratory Therapy Technology Program
Associate of Applied Science Degree
Cleveland Clinic Satellite

Information and Application Packet



http://www.kent.edu/ashtabula/rt

Applications for the RTT program are due November 1.

Applications may be accepted after the due date if seats are available. Contact Program Director for details.

Program Directory

Program Director
Yvonne George, D.Min., M.Ed., RRT
Ofc:127B Morrison Health & Science Building
Phone: 440-964-4308
Fax:440-964-4955
ygeorge@kent.edu

Director of Clinical Education
Amy Rodenhausen, M.Ed., BSRC, RRT
Ofc: 127D Morrison Health & Science Building
Phone: 440-964-4362
Fax: 440-964-4355
arodenha@kent.edu

Faculty
Megan Alicea, M.E.T, BSRC, RRT
Ofc: 127C Morrison Health & Science Building
Phone: 440-964-4370
Fax: 440-964-4355
mjacob22@kent.edu

Medical Director
Umur Hatipoglu, M.D.
HATIPOU@ccf.org

Secretary
Theresa Hootman
Ofc 121 Morrison Health &
Science Building
Phone 440-964-4252
Fax: 440-964-4355
thootma1@kent.edu

Satellite Coordinator
Victoria Smith

Ashtabula Campus Departments

Student Services Office
Phone: 440-964-3322
Fax: 440-964-4269
Website: www.ashtabula.kent.edu
Email: info@ashtabula.kent.edu

Dean's Office
440-964-4212

Financial Aid
440-964-4213

Tutoring & Student Accessibility Services
Accessibility Services 440-964-4225
Tutoring 440-964-4232

Bookstore
440-964-4225

Library
440-964-4239

THE SCOPE AND PRACTICE OF RESPIRATORY CARE

Respiratory therapists are members of a team of health care professionals working in a wide variety of clinical settings to evaluate, treat, and manage patients of all ages with respiratory illnesses and other cardiopulmonary disorders. As team members, respiratory therapists should exemplify the ethical and professional standards expected of all health care professionals.

Respiratory therapists provide a broad range of patient care which includes clinical decision- making and patient education. The respiratory care scope of practice includes, but is not limited to the following basic competencies:

- acquiring and evaluating clinical data;
- assessing the cardiopulmonary status of patients;
- performing and assisting in the performance of prescribed diagnostic studies such as: obtaining blood samples, blood gas analysis, pulmonary function testing, and polysomnography;
- evaluating data to assess the appropriateness of prescribed respiratory care;
- establishing therapeutic goals for patients with cardiopulmonary disease;
- participating in the development and modification of respiratory care plans;
- case management of patients with cardiopulmonary and related diseases;
- initiating prescribed respiratory care treatments, managing life support activities, evaluating and monitoring patient responses to such therapy and modifying the
- prescribed therapy to achieve the desired therapeutic objectives;
- initiating and conducting prescribed pulmonary rehabilitation;
- providing patient, family, and community education;
- promoting cardiopulmonary wellness, disease prevention, and disease management;
- promoting evidence-based practice by using established clinical practice guidelines and by evaluating published research for its relevance to patient care.

(Excerpt from: CoARC's "Accreditation Standards for the Profession of Respiratory Care" 2015)

Additional Information about Respiratory Therapy can be accessed at the American Association of Respiratory Care's (AARC) website: www.aarc.org or https://be-an-rt.org/.

Prospective Student,

The Associate of Applied Science in Respiratory Therapy Technology (RTT) gives you the skills to evaluate, treat and care for patients with breathing and cardiopulmonary disorders. Practicing under the direction of a physician, respiratory therapists assume primary responsibility for all respiratory care therapeutic treatments and diagnostic procedures. Respiratory Therapists also provide complex therapy requiring considerable independent judgment, such as caring for patients on life support in intensive-care units of hospitals. An associate degree is earned with successful completion of 65 semester hours of coursework.

After graduating with the associate degree in Respiratory Therapy, graduates are then eligible to take the national credentialing examinations administered by the National Board for Respiratory Care (NBRC). Credentials that can be earned by Kent State graduates include the Certified and Registered Respiratory Therapist (CRT, RRT). **Note: To work in the State of Ohio as a Respiratory Care Professional, licensure is required. In Ohio, the RRT credential is required to obtain the Respiratory Care Professional license.** See the State Medical Board of Ohio's website for detailed information about licensure to work in the State of Ohio.
https://med.ohio.gov/Apply/Respiratory-Care-RC
For information about licensure in other states see Kent State's Professional Licensure Disclosures website: https://www.kent.edu/cde/professional-licensure-disclosures

Students have the option to obtain a Limited Permit (license) after completing their first year in the RTT program allowing them to work for a limited time until the RRT credential is earned. (The Limited Permit is optional and not part of the RTT program. In addition, worked hours under the Limited Permit cannot be used towards required clinical time.

Many Northeastern Ohio Medical Facilities hire student therapists to do routine therapy because it is more cost effective, and it provides an opportunity to get to know the student before they graduate. Typically, these students obtain fulltime employment right after they graduate because their place of employment is already familiar with them.

PROGRAM WEBSITE

https://www.kent.edu/ashtabula/rt

UNIVERSITY ADMISSION PROCESS

1. Graduate from an accredited high school or receive a passing score on the GED examination.

2. Complete and submit the KSU admission application.
   This can be completed online at https://www.kent.edu/ashtabula/apply-now *or a paper application can be mailed.*

3. Contact all high schools *and* colleges attended and request official transcripts be mailed to KSUA 3300 Lake West Rd, Ashtabula, Ohio 44004 to be evaluated for transfer credit(s).

Admissions will not accept transcripts that are hand delivered.

4. Attend the orientation for freshmen. Schedule this with the Office of Admissions (440-964-4217).

5. Schedule and complete the computerized placement testing for reading, writing, and math skills at the KSUA testing center services, 440-964-4304. (Transfer students may be exempt from placement testing and should check with admissions or Program Director.)

6. Schedule an appointment with the Program Director at 440-964-4308. The director will answer questions about the requirements for admission into the RTT program.

PROGRAM PRE-ADMISSION REQUIREMENTS

- Completion of **Anatomy and Physiology I** (BSCI 11010 or 21010)
- Completion of **Chemistry (**10050 or 10055 or 10060 or 10061)
- Completion, or placement out of MATH 00022 (or equivalent).
- A minimum **"C"** (2.0) grade in all required courses
- A cumulative **GPA** of $\geq$ **2.70**
- Complete shadowing experience.
    - Contact Karla Balasko, Director of the Respiratory Institute at Cleveland Clinic at BALASKK@ccf.org to schedule and discuss program.
    - Spend at least **4** hours of job shadowing with a respiratory therapist **(**complete attached job shadowing form).

NOTE: Kent State University at Ashtabula or at Cleveland Clinic does not offer advanced placement into the RTT program.

PROGRAM APPLICATION

To apply to the program, go to: https://kent.qualtrics.com/jfe/form/SV_8eTzj50VaYx7KWp to apply online, or complete the paper application contained in this packet. Please be sure to respond to all of the questions on the application.

PROGRAM ADMISSION PROCESS

The RTT Program at Cleveland Clinic admits a new class of 10 students each Spring Semester. Applications should be submitted by November 1 (however, applications may be accepted after the November 1st deadline if there are open seats remaining). There is no separate application fee. **Students that will complete pre-admission requirements during the fall semester may also submit an application**. These students may receive provisional admission while completing preadmission criteria.

TECHNICAL STANDARDS

Technical Standards are the physical requirements deemed necessary by the program for a student to acquire the competencies required to successfully complete the program. These are

in addition to the educational requirements and behavioral characteristics necessary for the student to successfully participate in and complete the respiratory therapy program.

The student should carefully look over these technical standards for the profession of Respiratory Therapy and ask questions if not familiar with the activities or functions listed. The student must decide if he or she has any limitations that may restrict or interfere with satisfactory performance of any of the requirements. It is ultimately the student's responsibility to meet these technical standards with or without accommodations. The student should consult with their physician and the Program Director to discuss any concerns related to meeting these technical standards.

- Hearing ─ Students must be able to hear and understand patients and staff; assess and monitor patient sounds; use a stethoscope to hear heart and breath sounds; hear percussion sounds during patient assessment and have the ability to hear sounds (alarms) from a variety of equipment.

- Mobility ─ Students must have mobility and strength to support and move patients. They must be able to work while remaining in a standing position for 60-90 minutes. Additionally, students must be able to move quickly from place to place to perform patient care including support and transfer of patients safely and to respond to emergencies in a timely manner. They must be able to reach above shoulder height and below waist level to manipulate equipment and be able to lift and transport oxygen cylinders and attach regulators.

- Motor Skills (fine and gross) ─ Students must be able to perform multiple motor tasks simultaneously. They also must have fine and gross motor skills sufficient to handle equipment and provide safe and effective patient care including preparing and manipulating syringes and needles, administer aerosols, suction patients, adjust pressure gauges, perform airway management and CPR. Students must have steady arm and hand movements while manipulating objects or assisting patients. They must have the ability to lift a minimum of 40 pounds.

- Visual ─ Students must be able to monitor and assess patient and equipment function. They also must have ability to provide safe and effective respiratory care including reading written instructions/orders and reading fine print on monitors and gauges. Students must be able to differentiate color and characteristics of sputum for signs of infection or disease and be able to chart procedures and observations legibly. They must have ability to see and discriminate between a variety of equipment visual alarms and be able to observe demonstrations, patients close up, and at a distance to learn skills and gather patient data (e.g., observe a patient's gait, appearance, posture, etc.).

- Tactile ─ Students must be able to assess patient's response to therapy tactilely including distinguishing textures, degrees of firmness, temperature differences, pulse rate, vibrations and strength.

- Communication - Students must be able to effectively communicate in the English language verbally and in writing with patients and members of the healthcare team. Students also must be able to accurately read and comprehend written material in English.

- Intellectual and Cognitive Abilities - Students must be able to measure, calculate, reason, analyze, synthesize, integrate and apply information. Problem solving and clinical skills required of therapists, involve all the aforementioned intellectual abilities.

- Behavioral and Social Attributes - Students must possess the emotional health required to use their intellectual abilities fully, such as exercising good judgment, promptly completing all responsibilities attendant to the diagnosis and care of patients, and developing mature, sensitive and effective relationships with patients and other healthcare workers.

- Students must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, display flexibility, and learn to function in the face of uncertainties and ambiguities inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest and motivation are personal qualities that will be assessed during the educational process.

- Ethical Standards - Students must demonstrate professional demeanor and behavior and must perform in an ethical manner in all dealings with peers, faculty, staff, and patients.

- **Disability Accommodation Statement**
  Kent State University is committed to inclusive and accessible education experiences for all students. University Policy 3342-3-01.3 requires that students with disabilities be provided reasonable accommodations to ensure equal access to course content. Students with disabilities are encouraged to connect with Student Accessibility Services as early as possible to establish accommodations.

  Student Accessibility Services (SAS) Contact Information:
  Location: First floor Kent State University Ashtabula Library
  Email: academicservicesac@kent.edu
  Phone:440-964-4304 or 440-964-4565
  Web: https://www.kent.edu/ashtabula/student-accessibility-services

Kent State Policy 3-01.3

(c) Requirements. The university shall make reasonable accommodations in its academic requirements to ensure that such requirements do not discriminate on the basis of disability against a qualified individual with a disability, whether applicant or student. However, requirements that the university can demonstrate are essential to the program of instruction of the student, or any directly related licensing requirement, or to the physical safety of students, faculty, or staff, will not be regarded as discriminatory.

STUDENT SELECTION

Should there be more than 10 qualified applicants, student selection will be made based on student performance (using a point system) in the following areas:

- Cumulative GPA in student's most recent academic experience
  - *(If applicable, a student must obtain ≥ 6 semester hours to establish a new GPA from another accredited college or university.)*
- Number of required non-RTT courses completed
- Grades received in the non-RTT courses completed
- Submission of completed shadowing experience form

Program applications are scored based on the aforementioned criteria then prioritized based on that score for admission. Applicants will be notified by email if they are accepted or not within 3 weeks following the application deadline. There is no waiting list, but students who continue to take

required courses will have a stronger, more competitive application the following year.

As an alternative, if all seats at the Clinic are filled, students that meet all qualifications for admission, will be offered the option of attending the Ashtabula program if seats are available.

Pursuant to federal regulations and state law, Kent State University is committed to provide all persons equal access to its programs, facilities, employment, without regard to race, color, religion, age, gender, sexual orientation, national origin, ancestry, disability, genetic information, military status, or identification as a disabled veteran, or veteran of the Vietnam era, recently separated veteran, or other protected veteran. Inquiries regarding federal regulations and state law may be directed to the Office of Affirmative Action, Wright Hall, Kent State University, Kent, Ohio 44242-0001.

PROGRAM ADMISSION – ACCEPTANCE

Accepting a seat in the program is only for the upcoming spring semester. If a student waits, they must reapply the following year. Once accepted to the program, students must take each semester consecutively for 2 years due to RTT courses being offered only once per year. If a student fails a class, at the discretion of the RTT program director, they may be readmitted to the program the following year, one time only, to retake the failed semester and continue the program.

1. Accepted students must attend a program orientation meeting in early January. The orientation will be from 8:30 am to 2:00 pm (approximate time) prior to the beginning of the first program semester. Additional details including date and location will be provided in the acceptance email.

2. All students accepted into the program are required to complete a state and federal background check. **Instructions will be provided in your acceptance letter.**

   Students must notify the RTT program director of any convictions prior to starting the program. A past conviction may disqualify him/her from completing clinical rotations, taking credentialing examinations, receiving a state license to practice (Section 4761.04 of the Ohio Revised Code), and/or obtaining employment after graduation.

PROGRAM SCHEDULE

The RTT program is designed as a hybrid. This means that many lectures or courses are offered only online. Labs are offered on the Ashtabula campus **one day per week**. Clinical rotations start the first fall semester and will continue each semester until the program ends. The program has clinical sites in various locations from Portage to Cuyahoga counties and some between. In the first fall, the clinical rotation is one eight shift per week. In the final three semesters clinicals are two 8

hour days per week. (Clinicals are almost exclusively during the day shift). Usually, students are notified of their clinical site(s), day(s), and times no later than 1 month prior to the beginning of the rotation.

REQUIRED COURSEWORK

The RTT program is designed as a hybrid. This means that many lectures or courses are offered only online. Labs are in person and only offered on campus. To be successful in this program, students will be required to own a computer suitable and reliable internet service for online coursework. The following is offered as guidance:

Students will need to have the following to participate in program courses:

- A desktop/laptop computer (tablets, Chromebook, phones do NOT meet requirements)
- A working built-in or external webcam and microphone
- Internet speed of at least 2 Mbps download and 2 Mbps upload. Hot spots are not recommended.

  Test internet speed at: http://www.speedtest.net
- Brower with pop-up blocker disabled (must use Chrome browser with Proctorio)

It is expected that students will be well versed in utilizing computers and conducting Internet searches, checking KSU email daily, utilizing Microsoft Word and PowerPoint to submit assignments.

If a student feels they need help with developing computer skills, Kent State University offers the following courses:

- CS 10001 Computer Literacy
- OTEC 16620 Word Processing I
- OTEC 16621 Word Processing II

The RTT program requires a minimum of 65 semester/credit hours, which can be completed in two calendar years. Respiratory Therapy courses can only be taken following acceptance into the program, and must be taken in the semester offered and in the order shown on the program Roadmap. Some RTT courses include laboratory and clinical components. Students must pass the didactic portion of the course **AND** achieve satisfactory skill competencies in the lab **AND** at the clinical site in order to pass these courses.

The program cannot be completed in less than two years, but the workload during the program can be reduced by completing some courses prior to starting the program. However, students using financial aid should work closely with the Program Director to plan semesters accordingly to fulfill credit hour requirements set by their financial aid plan.

More detailed information including the college Roadmap and course descriptions can be found in the Kent State University College Catalog at: http://catalog.kent.edu/colleges/ap/respiratory-therapy-technology-aas/#roadmaptext.

FINANCIAL AID/SCHOLARSHIPS

Cleveland Clinic Employees should contact Human Resources where they work to inquire about tuition reimbursement.

Financial Aid and Scholarship Information for Kent State University can be found at: https://www.kent.edu/ashtabula/aid.

TUITION/FEES/OTHER PROGRAM RELATED COSTS

Tuition: Information about tuition can be found on the university tuition webpage: https://www.kent.edu/ashtabula/tuition-fees

Fees: Students with the RTT major are assessed a $118 fee, each spring and fall semester.

Books: The costs of textbooks vary, but students can expect to pay approximately $600 per year

on textbooks.

Other costs:

- Students will need to purchase uniforms, shoes, and a stethoscope and a wrist watch for clinicals. These items can be purchased for an estimated $200.
- Ohio background check and fingerprinting is required for clinicals. The cost is included in the purchase of access to the web-based vendor (described below).
- Students will need to complete a physical exam and be current on specific immunizations. The cost for this will vary based on the students insurance and the healthcare provider chosen.
- Kent State University at Ashtabula's allied health programs utilize a web-based vendor to manage background checks, physical exam and immunization documentation. Students will pay a one-time fee of $113 which includes the cost of their background check (subject to change).

Questions about tuition, fees or other costs related to the program should be directed to the program director: Yvonne George, ygeorge@kent.edu, 440-964-4308.

COURSES FROM OTHER INSTITUTIONS

Transfer courses: For a formal evaluation of your transcripts to determine how classes from another institution will transfer, you must apply to KSU and have your transcripts sent to KSUA. It will take at several weeks to complete this process. For an informal assessment of how courses will transfer, you may contact the RTT Program Director to discuss probable scenarios. You may also visit the college's transfer page for information about transferring courses at: https://www.kent.edu/transfer, or you can visit Transferology at: https://www.transferology.com/ to determine probable transfer credits within Ohio. If you are transferring to KSU, you are not required to complete US 10097 First Year Experience course if you transfer 25 or more credit hours of classes, or are 25+ years old.

Transient classes: Students who wish to complete a course at another institution while enrolled at KSU must complete the necessary "transient student" paperwork (available in Student Services or from the Program Director) **prior to starting the course**. The purpose is to ensure credits are applied to the student's KSU transcript. The student taking transient coursework is responsible to make sure that his or her coursework taken at another university is acceptable for transfer and meets the graduation requirements of the RTT Program. Students in the program are strongly discouraged from taking transient classes their final semester because of the difficulty in obtaining transcripts from other institutions of higher education in time for graduation.

.
.
.
.
.
.
.
.
.
.
.
.

Continued on next page.

KENT STATE UNIVERSITY ASHTABULA

Application for the Associate of Applied Science in Respiratory Therapy Technology Program

Complete online Application at: www.ashtabula.kent.edu/rt

Banner ID # _____ Submission Date: _____

_____

Name: (Last and Maiden) (First) (Middle initial)

_____

Address: (Street: number and name) (City, state, and zip code)

County: _____ Email: _____

Phone Primary: _____

Year graduated from High School or obtained GED _____

What is your current or most recent cumulative grade point average? _____

Please **circle** Yes (Y) or No (N) for the following questions:

Have all High School and College transcripts been submitted to KSU? Y or N

Are you a transfer student? Y or N

Have you taken the ACT, COMPASS or Alek's test? Circle all that apply.

Did you complete the required anatomy, math, & chemistry courses earning "C" (2.0) or greater?
Y or N or in progress

Did you completed at least four (4) hours of job shadowing with a respiratory therapist?
Y or N or in progress

Why did you choose Respiratory Therapy as a profession? _____

_____

_____

_____

How did you hear about the program? _____

Fill in the following information for completed and in progress courses required for admission.

BSCI 11010 or 21010 Anatomy & Physiology 1 _____ _____
Institution Grade

CHEM 10050 or 10055 or 10060 or 10061: _____ _____
Institution Grade

Completion, or placement out of MATH 00022 (or equivalent). _____
Institution

Grade _____

To verify awareness of additional program requirements, please initial after each statement.

_____I am aware that I am required to complete a state and federal criminal background check with fingerprinting. (A past conviction may disqualify you from completing clinical rotations, taking credentialing examinations, receiving a state license to practice [Section 4761.04 of the Ohio Revised Code], and/or employment after graduation.)

_____I am aware that passing a drug screen is required in order to participate in clinical rotations.

_____I am aware that a physical examination is required to verify my ability to perform the physical and emotional job requirements of a Respiratory Therapist. Additionally, evidence of specific current immunizations and boosters are required, supported by titers if necessary.

_____I am aware that a current American Heart Association CPR card for Health Care Providers is required.

I attest to the best of my knowledge all the information submitted in this application form and required supplementary documentation is the truth.

Applicant's Signature: _____

Date Submitted:_____

This application and all required materials must be submitted to the RTT Program by **November 1,** prior to the spring you are planning to begin**.** Students will be notified via email within 3 weeks of the application deadline if they were accepted to the program.

Please return to:

Kent State University at Ashtabula
Respiratory Therapy Technology Program
Attention: Program Director HSB 127B
3300 Lake Road West
Ashtabula, OH 44004
fax: 440-964-4355

Equal Opportunity

Pursuant to federal regulations and state law, Kent State University is committed to provide all persons equal access to its programs, facilities, employment, without regard to race, color, religion, age, gender, sexual orientation, national origin, ancestry, disability, genetic information, military status, or identification as a disabled veteran, or veteran of the Vietnam era, recently separated veteran, or other protected veteran. Inquiries regarding federal regulations and state law may be directed to the Office of Affirmative Action, Wright Hall, Kent State University, Kent, Ohio 44242-0001.

Respiratory Therapy Shadowing Form

To be completed by Student

Job shadowing introduces potential respiratory therapy students to the roles and responsibilities of today's respiratory therapists. A minimum of four (4) hours must be completed prior to admission in the Respiratory Therapy Program at KSU. If needed, the program director or clinical coordinator will assist students in determining which hospitals are appropriate for shadowing. (Dress in appropriate attire: dress shirt with khaki or black casual pants; no jeans, shorts, or sandals.)

Please request to shadow a registered respiratory therapist (RRT) for your shadowing field experience. Some hospitals may require an orientation and/or paperwork prior to any shadowing. Please plan accordingly. The form below must be completed and submitted to the Program Director when the student applies to the program by November 1.

Prospective Student's Name:_____

Shadowing Experience:

Hospital Name _____

What did you observe?

_____

_____

_____

_____

_____

_____

What did you like most about this experience?

_____

_____

What did you like least about this experience?

_____

_____

Contact Hours completed? _____ Date _____

Kent State University at Ashtabula
Attention: Respiratory Therapy Program Director
3300 Lake Road West Room 127B • Ashtabula, Ohio 44004
Phone: 440-964-4308 • Fax: 440-964-4355 •

This page intentionally left blank.

Respiratory Therapy Job Shadowing Form

To be completed by Registered Respiratory Therapist

Prospective student: Please give this form to the Respiratory Therapist(s) you are shadowing. This form must be faxed directly to Kent State University at Ashtabula by the Respiratory Therapist. We cannot accept forms hand delivered by the student.

Prospective Student Name _____ Date _____

Hospital Name_____

Hours completed - 4 minimum (combined from all areas)_____

Area 1: Comments _____

_____

RT Name (print) _____

RT Signature_____ **Contact number**: _____

Area 2: Comments _____

_____

RT Name (print) _____

RT Signature_____ **Contact number**: _____

Area 3: Comments _____

_____

RT Name (print) _____

RT Signature_____ **Contact number**: _____

Area 4: Comments _____

_____

RT Name (print) _____

RT Signature_____ **Contact number**: _____

Please **FAX TO: 440-964-4355** or mail to Kent State University at Ashtabula, Attn: RTT Program Director, 3300 Lake Road West, Ashtabula, Ohio 44004

Forms must be received by ***the application deadline of November 1st.***