Non-Discrimination and Equal Opportunity Policy

Ivy Tech Community College provides open admission, degree credit programs, courses and community service offerings, and student support services for all protected classes – race, religion, color, sex, ethnicity, national origin, physical and mental disability, age, marital status, sexual orientation, gender identity, gender expression, veteran or military status. The College also provides opportunities to students on the same non-discriminatory opportunity basis. Persons who believe they may have been discriminated against should contact the campus affirmative action officer, Human Resources Administrator, or Vice Chancellor for Student Affairs. Ivy Tech Community College of Indiana is an accredited, equal opportunity/affirmative action institution. For more information review the Student Equal Opportunity, Harassment, and Non-discrimination Policy and Procedures at https://docs.google.com/document/d/1_tEgc3NcKFTkromsQBpvOHFzzWZiJgRHhrU1nwsAR4g/preview.

BOOKLET DISCLAIMER

This booklet is intended to supply accurate information to the reader. The College reserves the right to change the Program and course requirements; however, every effort will be made to inform students of any program changes. This handout and its provisions are not in any way a contract between an applicant and the College.

Policy Disclaimer

Ivy Tech Community College policies, as well as program, academic, and clinical policies apply to all students and faculty regardless of site of instruction.
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PROFESSION OVERVIEW

According to the Bureau of Labor and Statistics the need for respiratory therapists is growing faster than the average for all job growths. It is considered to grow much faster than average with a projected growth of 23% by the year 2026. The median salary of a respiratory therapist is $60,280 in 2018. [https://www.bls.gov/ooh/healthcare/respiratory-therapists.htm]

The reason for the increase is due to advancement in technology, growing health care access, aging population (baby boomers), and an aging respiratory therapy workforce. There are also new treatment advances for heart attack patients, accident victims, premature babies, and AIDS patients which increase the demand for respiratory therapists. According to the Bureau of Labor and Statistics, growth in demand will also result from the expanding role of respiratory therapists in case management, disease prevention, emergency care and early detection of pulmonary disorders.

The career opportunities for graduates include staff therapist, shift supervisors and clinical instructors in the hospital health care setting. Other career opportunities exist in extended care facilities, home care companies, physician's office, rehabilitation centers, equipment sales, land/air transports, emergency rooms, adult intensive care units, pediatric intensive care units and intensive units for premature babies. Respiratory therapists will find employment in Chronic Disease management, conscious sedation etc...

While working in some of these areas, respiratory care practitioners provide treatment, management and care of patients with breathing deficiencies and abnormalities. Duties include oxygen therapy, aerosol therapy, chest physical therapy, diagnostic testing and application of mechanical ventilation. In addition, depending on campus accepted practices, therapists perform patient assessments and may implement basic respiratory care protocols in caring for these patients. Therapists are also active in assisting the physician by utilizing weaning protocols when caring for a patient on mechanical ventilation in the critical care and subacute areas.

An important quality of a respiratory therapy practitioner is compassion in order to provide emotional support to patients. They also need to be detail oriented to ensure patients are receiving proper care. Respiratory practitioners also need to have interpersonal skills to interact with patients and other members of the health care team. They also need to have patience, problem-solving skills and be strong in the areas of mathematics and science.

Graduates of the program must complete the Therapist Multiple Choice exam (TMC). Graduates who take the TMC exam and obtain the low cut score will be awarded the Certified Respiratory Therapist (CRT) credential. Graduates who successfully complete the TMC exam at or above the high cut score will obtain the CRT credential and will be eligible to take the clinical simulation exam (CSE). Graduates who successfully complete of the CSE will be awarded the Registered Respiratory Therapist (RRT) credential.
INTRODUCTION and ACCREDITATION

Welcome to Ivy Tech Community College of Indiana. Ivy Tech is a statewide college system, with multiple instruction sites and the largest state-supported college in Indiana. Ivy Tech Community College maintains accreditation by the Higher Learning Commission. The Respiratory Therapy Program is accredited by the Commission on Accreditation for Respiratory Care (CoARC), visit the CoARC website at www.coarc.com for more information about accreditation. Please see information below which includes how to contact the appropriate accrediting agency:

The Respiratory Therapy Program, of Ivy Tech Community College is accredited by the:

Commission on Accreditation for Respiratory Care
264 Precision Blvd
Telford, TN 37690
(817) 283-2835
(817) 354-8519 (fax)
www.coarc.com

Ivy Tech Community College is accredited by:

The Higher Learning Commission
230 South LaSalle St., Suite 7-500
Chicago, Illinois 60604-1411
http://www.hlcommission.org
Phone: 800-621-7440 / 312-263-0456
Fax: 312-263-7462

The purpose of this application booklet is to describe the Respiratory Therapy Program (REST) at Ivy Tech, and the procedures for applying to the program. We encourage you to read this booklet thoroughly, and to contact the School of Health Sciences office at your local campus if you need additional information.

It is important to note that acceptance to the program is separate from admission to the College as a degree-seeking student. Students may be accepted to the College, and take Academic Skills Advancement courses, General Education courses, or other courses which do not require clinical sequence acceptance. However, students must apply to the Respiratory Therapy Program to be considered for clinical sequencing. Please see the application procedure found within this handbook.
**FACULTY RESPONSIBILITY**

An effective faculty-student partnership is an essential component to achieving student academic success. As is true in any partnership, both parties are expected to contribute. Faculty bring knowledge and expertise to the partnership. Their responsibilities are to create an environment conducive to learning and to promote opportunities for student learning, while respecting the diversity of the student body. Faculty have a professional responsibility to plan and deliver quality instruction as defined by course objectives and to clearly outline expectations. The program must ensure that course content, learning experiences (didactic, laboratory, and clinical), and access to learning materials are equivalent for each student regardless of where that experience was acquired, (CoARC 4.09). This includes, but is not limited to:

- Ensuring all activities associated with the program must be non-discriminatory and in accord with federal and state statutes, rules and regulations, (CoARC 5.04);
- Ensuring the health, privacy, and safety of patients, students, and faculty associated with the educational activities and learning environment of the students must be adequately safeguarded, (CoARC 5.08);
- Evaluating student work in a fair, objective, timely manner;
- Respecting opinions without demeaning the student;
- Giving help and clarification when needed;
- Being accessible and approachable to students (i.e. maintain posted office hours and arranged appointments);
- Having a positive, caring attitude toward teaching and learning;
- Presenting facts and skills in an organized manner that respects various learning styles;
- Assures appropriate supervision for students in all locations where instruction occurs;
- Ensure learning experiences and access to learning materials are substantially equivalent for each student regardless of location;
- Ensure guidance is available to assist students in understanding and abiding by program policies and practices;
- Ensure that students have timely access to faculty for assistance and counseling regarding their academic concerns and problems.

**PROGRAM HISTORY**

The program was developed at various Ivy Tech campuses in response to the rising need for trained respiratory care professionals. Since as early as 1970, Ivy Tech Community College Respiratory Therapy Program has provided thousands of qualified respiratory care practitioners throughout the United States with the majority of them residing right here in Indiana.

Ivy Tech Community College’s Respiratory Therapy Program has undergone significant changes during the subsequent years in order to remain current with new advances and technologies that are needed to provide high quality health care to the communities of interest. In 1994, all campuses which were offering Respiratory Care at that time mandated the students would have to achieve an Associate’s degree in Respiratory Care in order to meet graduation requirements. In 2000, the College no longer offered the Respiratory Care Technical Certificate program and continued only
with the Associate’s degree program. In 2016, the program changed its name to Respiratory Therapy.

Resources provided by the College and cooperating community hospitals are utilized in the Respiratory Therapy Program. The qualified student is provided with educational opportunities in a College environment, and shares the intellectual and social responsibilities, privileges, and experiences with college students in other disciplines. The cooperating community hospitals offer clinical experiences for our students and several of the hospitals may also provide equipment.

Within this framework, the program faculty assumes responsibility for planning, supervising, and evaluating selected learning experiences both in the classroom and clinical setting. These experiences are developed to meet established objectives set forth by Ivy Tech Community College, The Commission on Accreditation for Respiratory Care and the National Board for Respiratory Care in order for graduates to meet the eligibility requirements to take their national board exams.

The program faculty believes respiratory therapy is a health service, shared with other health disciplines, which has a basic responsibility for promoting health and conserving life. As a member of the multidisciplinary, patient-oriented team, the respiratory care practitioner will utilize knowledge and skills to contribute to patient care as indicated by his needs.

If a student is applying to more than one Ivy Tech Respiratory Therapy Program, he/she must attend that campus’ information session. Contact information for each program is listed below.

<table>
<thead>
<tr>
<th>Campus &amp; Program Chair</th>
<th>Contact Information</th>
<th>CoARC Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bloomington Campus</td>
<td>Christina Barnes, BS, RRT</td>
<td>1-812-330-6334</td>
</tr>
<tr>
<td>Lake County Campus</td>
<td>Andrea Watson, BGS, RRT</td>
<td>1-219-981-1111, ext 2407</td>
</tr>
<tr>
<td>Elkhart (South Bend) County Campus</td>
<td>Amanda Murray, BS, RRT-NPS</td>
<td>574-830-0375</td>
</tr>
<tr>
<td>Fort Wayne Campus</td>
<td>Nikki Kyle; Med, MBA, RRT</td>
<td>1-260-480-4270</td>
</tr>
<tr>
<td>Indianapolis Campus</td>
<td>Charity Bowling; MA, RRT</td>
<td>1-317-921-4211</td>
</tr>
<tr>
<td>Lafayette Campus</td>
<td>Liza Hayden, BS, RRT</td>
<td>1-765-269-5212</td>
</tr>
<tr>
<td>Sellersburg Campus</td>
<td>Mark Kinkle; Ed.D., RRT-CPFT</td>
<td>1-812-246-3301, ext 4295</td>
</tr>
<tr>
<td>Terre Haute Campus</td>
<td>Brooke Truxal; MS, RRT</td>
<td>1-812-298-2370</td>
</tr>
</tbody>
</table>
DESCRIPTION OF THE PROFESSION

Respiratory therapists, as members of the health care team, work to evaluate, treat, and manage patients of all ages with respiratory illnesses and other cardiopulmonary disorders in a wide variety of clinical settings.

Respiratory therapists must behave in a manner consistent with the standards and ethics of all health care professionals. In addition to performing respiratory care procedures, respiratory therapists are involved in clinical decision-making (such as patient evaluation, treatment selection, and assessment of treatment efficacy) and patient education. The scope of practice for respiratory therapy includes, but is not limited to:

- obtaining and evaluating clinical data.
- assessing the cardiopulmonary status of patients and making recommendations to physicians in caring for these patients.
- performing and assisting in the performance of prescribed diagnostic studies, such as drawing blood samples, performing blood gas analysis, electrocardiograms, exhaled gas analysis and pulmonary function testing.
- utilizing data to assess the appropriateness of prescribed respiratory care.
- establishing therapeutic goals for patients with cardiopulmonary disease.
- develop, administer and re-evaluate the care plan for chronic disease management.
- initiating ordered respiratory care, evaluating and monitoring patients’ responses to such care, modifying the prescribed respiratory therapy and cardiopulmonary procedures, and life support endeavors to achieve desired therapeutic objectives initiating and conducting prescribed pulmonary rehabilitation providing patient, family, and community education to include promoting cardiopulmonary wellness, disease prevention, and disease.
- management by explaining the etiology, anatomy, pathophysiology, diagnosis and treatment of cardiopulmonary diseases.
- Emergency and critical care areas need to perform BLS, ACLS and be a member on a rapid response team. Additionally participates in mass casualty staffing. Applies invasive and noninvasive mechanical ventilation while utilizing all current ventilation modes available. Able to interpret ventilator and hemodynamic data.
- promoting evidence-based machine; research/ and clinical practice guidelines and manage respiratory care plans in the acute care setting using evidence based medicine, protocols and clinical practice guidelines.

PROGRAM GOALS AND PURPOSES

The goal of the Respiratory Therapy Program is “To prepare graduates with demonstrated competence in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains of respiratory care practice as performed by registered respiratory therapists (RRTs).” Ivy Tech Community College is able to meet these goals by offering the Respiratory Therapy Program as a first-professional degree program and providing the knowledge and clinical skills necessary to function as a respiratory therapist.
Graduates of the Respiratory Therapy Program can fulfill the following:

1. Recognize, adapt to and assist in fulfilling the changing health requirements of the community.

2. Develop capabilities and potentials to function as a contributing member of the health care team and society.

3. Appreciate the inherent worth of human life and the role that the respiratory care practitioner plays.

4. Establish effective relationships with respiratory care colleagues, patients and their families along with other health care disciplines.

5. “Aid the supervising physician or osteopath in the treatment, management, diagnostic testing, control and care of patients with deficiencies and abnormalities associated with the cardiopulmonary system,” as defined in the state of Indiana licensure laws.

TECHNICAL and CLINICAL FACILITIES

The facilities and resources of Ivy Tech Community College are available to all respiratory therapy students. Students may use any Ivy Tech Community College library, open computer lab, Learning Resource Center, Student Services and other academic services. All courses are taught by faculty with advanced degrees in the appropriate fields of study.

Clinical experience is an integral part of the educational experience for all respiratory therapy students. In clinical, you are there for the educational experience, and will not be considered as part of the hospital staff. When attending clinicals, students will be dressed in appropriate uniform and wear a clinical ID badge. The RT programs have affiliation agreements with their local hospitals and clinics to provide student-learning experiences. Please see your local Respiratory Therapy Program for more specific details on what clinical sites are used at that specific campus.

While at the various clinical sites, students must be appropriately supervised at all times during their clinical education coursework and experiences. Students must not be used to substitute for clinical, instructional, or administrative staff. Students shall not receive any form of remuneration in exchange for work they perform during programmatic clinical coursework.

WORKING AS A STUDENT

Students currently enrolled in the Respiratory Therapy Program find it difficult to work full-time while going to school, even though they may be a part-time student. Frequently Respiratory Therapy students will state that they are spending approximately 12 – 16 hours a week studying in order to be successful in the program.
A student is eligible for a student permit to practice Respiratory Care after the completion of RESP 102, RESP 103, RESP 105, RESP 106 and RESP 108 so long as the student has successfully completed all RESP courses and maintained good standing with the college. Faculty will review your application along with your academic standing within the program and faculty reserve the right to either accept or decline your application for a student permit.

**APPLICATION TO THE COLLEGE**

**STEP 1:** Complete the admissions application online.

**STEP 2:** If a student has previously attended an accredited college(s), the student must request an official transcript from the college(s) previously attended and have that sent directly to Ivy Tech Community College.

**STEP 3:** The student will complete the College’s admission process which may include any required course placement testing, a student orientation and an initial advising session for course registration.

Apply on-line at [www.ivytech.edu/apply-now/](http://www.ivytech.edu/apply-now/) and complete all the required steps to become an Ivy Tech Student. Call your local campus for further information.

**APPLICATION TO THE RESPIRATORY THERAPY PROGRAM**

**STEP 1:** Attend a required program information session for each campus which the student intends to apply for the respiratory therapy program. Students must attend an information session within the 12 months prior to applying. Mandatory information sessions are valid for 1 year.

**STEP 2:** Complete prerequisites courses prior to application to the respiratory therapy program.

*Students may be enrolled in courses below in the spring semester of application*

Program course prerequisites:

- APHY 101
- APHY 102
- MATH 123 or higher (will also accept MATH 118)
- ENGL 111

- Required general education courses that may be taken before or after acceptance to the program are as follows:
  - CHEM 1XX
  - BIOL 211 or 201
  - COMM 101 or COMM 102
  - PSYC 101 or SOCI 111
  - IVYT 112
STEP 3: Submit a program application on or before May 15th
- Late applicants will only be considered for acceptance if program cohort numbers are not filled by on time applicants that meet respiratory therapy admission criteria.

Selection Policy:
A point system is utilized to determine admission to the program. Total points determine the rank of applicants. Seats are offered to the highest rank on down until all seats are filled, the number of which are based on clinical site availability and CoARC determination.

- Points for program prerequisite courses (maximum 80)
  A = 20 points; B = 15 points; C = 10 points; D = 5 points; W, F and FW all = 0 points. (The college considers W, F, FW as attempts and includes them in the maximum time frames.) All points will be awarded based on the students’ grades for courses they have attempted and/or completed. For example, if the student has taken APHY 101 three times and has been awarded a “W” on their first attempt, a “F” grade on their second attempt and a “B” on the third attempt, the points will be as follows: W=0, F=0, and B=15 all three will be totaled and then averaged. In this example your total would be 15 points, however when you divide by the number of attempts you will actually be awarded a total of 5 points for APHY 101 in the selection process.
  - Points awarded for CLEP or DANTES test-out credit = 10 points.
  - For fall admission, courses must be completed by the end of the previous spring semester to count in the point system
  - Cumulative GPA from Ivy Tech will be added to your points achieved in the required prerequisite courses. Cumulative GPA will be taken to two decimals. No GPA’s will be added in for students transferring all credits from another institution

- Bonus Points
  - Maximum 5 bonus points for a grade of C or higher when completing the required BIOL (201 or 211) course no later than the end of the previous Spring semester
  - Maximum 5 bonus points for a grade of C or higher when completing the required CHEM 1XX course no later than the end of the spring semester.

- Tie Breaker
  - 1 point for each work experience certification with current license: LPN / RN; Military Medics; EMT / Paramedic

- Students meeting the stated application deadline are ranked utilizing this point system at the end of spring semester.

- Acceptance letters are mailed or emailed no later than June 15th.
RE-APPLICATION PROCESS

If the applicant is interested in being considered for admission the following year, the applicant must attend another information session to familiarize themselves with any changes that have occurred in the admission process. The applicant must meet all current admission requirements and application deadlines. Students must also reapply to the college if they have not attended courses in the previous two years.

TRANSFER STUDENTS

Students transferring from another campus or school must meet with the Advising Office and provide official, notarized transcripts. The Advising Office will process transcript evaluation requests for all general education courses the student is asking to have transferred on a course by course basis, provided the student has earned a grade which can transfer in those particular courses. The Advising Office will send the transcript evaluation requests to the Respiratory Therapy Program Director. Transfer students can only be admitted on a space available basis as per the Commission on Accreditation for Respiratory Care’s policy and procedures.

ADVANCED STANDING

After application to the college, requests for advanced standing must be made by the applicant to the Respiratory Therapy Program Chair. Applicants must provide documentation showing that they possess the skills required within the advanced standing.

For example: if a student has been granted the CRT credential from the NBRC in the past 2 years, they are eligible to register for advanced level classes. If an applicant has not taken and passed the Therapist Multiple Choice (TMC) exam within the previous two years, they can take and pass the TMC SAE exam. However, advanced standing in the clinical area requires documentation of skills. This documentation may include a letter from their hospital director describing the applicant’s clinical experience. Programs reserve the right to have the applicant demonstrate clinical skills. Admission to the respiratory program will be based on criteria met and availability of classroom and clinical space.

CREDIT FOR PRIOR LEARNING OR WORK EXPERIENCE

Ivy Tech Community College has a process for evaluating prior learning or work experience. Please contact your academic advisors for more information on this process.

HEALTH FORM, DRUG TESTING AND CRIMINAL BACKGROUND CHECKS

All respiratory therapy students MUST have the following prior to clinical placement:

- Health screen including essential functions (see below), vaccinations and testing determined by clinical affiliate (some testing may be completed annually)
- Annual criminal background check
- Annual drug screen

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Any student who does not complete the health forms or refuses to follow the advice of the physician may be withdrawn from the clinical schedule, jeopardizing clinical course completion and graduation. Results of this testing could impact your ability to participate in clinical activities and obtaining a state license.

Any conviction or criminal charges filed against you prior to or during your enrollment in the respiratory therapy program may result in a failure to be approved for required clinical placement assignments and may result in your inability to progress through your respiratory therapy program. Positive drug screen results, convictions and criminal charges are reported to the clinical sites to determine clinical eligibility in their facility. Clinical sites dictate the decision to accept students with positive drug and background checks at their facility, not Ivy Tech faculty.

**ESSENTIAL FUNCTIONS FORM**

The following statements are provided to give the potential student applicant a description of the type of physical/technical abilities necessary to complete the program or work in the typical hospital or clinical setting. These abilities are not measured as a requirement for program admission. However, the applicant is encouraged to consider the physical requirements of the program, and to make an appointment with the program chair to discuss concerns or requests for accommodation for his/her disability. Students with documented needs for accommodations are to meet with the campus Disabilities Support Service Representative.

The Respiratory Therapy Program requires agility and strength sufficient to move from room to room, lift and position patients, maneuver in small places, and perform clinical services. Students must possess gross and fine motor abilities as well as auditory, visual, and tactile acuity, which are required to assess health status and perform effective patient care. See the chart on the next page for specific physical requirements by the Respiratory Therapy program.

**ESSENTIAL FUNCTIONS FORM**

<table>
<thead>
<tr>
<th>Function</th>
<th>Skill(s) Tied to</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Gross Motor Ability:</td>
<td>Reach for equipment in overhead cabinets or shelves. Function in a patient care environment (which could include a patient’s room, ambulance or other patient care areas) to perform procedures on the patient. Adjust equipment settings, and/or equipment displays. Sit to record findings. Plug in and change equipment settings above head and below waist.</td>
</tr>
<tr>
<td></td>
<td>Lift medication vials, to read. Squeeze medication vials to empty. Squeeze closed suction catheter button. Grasp, and hold small instruments such as volume measuring devices, syringes. Write or type in patient chart. Record patient data in record. Change settings on equipment by turning knob. Simultaneously use hands, one hand to palpate the pulse, the second hand to hold syringe while drawing an arterial blood gas or performing CPR.</td>
</tr>
<tr>
<td>2. Fine Motor Ability:</td>
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<tr>
<td>Function</td>
<td>Skill(s) Tied to</td>
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<tr>
<td><strong>Physical Endurance:</strong></td>
<td>Stand and perform repetitive procedure(s) on patients such as Chest Physical Therapy and CPR. Repeat procedures throughout a shift, which could be 12-hours. Walk quickly to respond to emergencies or assist in critically ill patient transports.</td>
</tr>
<tr>
<td><strong>Physical Strength:</strong></td>
<td>Assist in moving patients using proper body mechanics or mechanical lift devices. Re-position patient in bed. Carry equipment such as monitors, transport ventilators or other equipment. Push ventilator or other heavy equipment from respiratory care department to patient room. Lift equipment from bed height above chest level. Able to squeeze manual resuscitation bag, fire extinguisher etc.</td>
</tr>
<tr>
<td><strong>Body Mobility:</strong></td>
<td>Turn to change settings on equipment while standing at patient bedside. Bend to change equipment settings on floor, at knee level, waist level, chest level, eye level, above head. Gather equipment and walk quickly. Make rapid adjustments if needed to ensure patient safety. Make way to patient room using stairs if an emergency is called.</td>
</tr>
<tr>
<td><strong>Hearing:</strong></td>
<td>Listen to patient breath sounds to determine if patient is breathing. Listen to heart sounds to determine if heart is beating. Determine the intensity and quality of patient breath sounds in order to help determine a diagnosis. Hear audible alarms such as a ventilator alarm. Hear overhead pages to call for emergency assistance.</td>
</tr>
<tr>
<td><strong>Visual:</strong></td>
<td>Visually assess patient’s color to determine oxygenation status or facial expressions to determine mood. Visually assesses patient’s work of breathing. Decipher EKG strips and medication vials that have clear labeling on a clear container. Read patient identification bands. Ability to visualize settings, alarms and results on a variety of patient care equipment. Be able to read small increment markings on equipment control dials. While drawing blood, visualize the tip of the needle and flash of blood into the syringe without the use of a hand held magnifying device.</td>
</tr>
<tr>
<td><strong>Tactile:</strong></td>
<td>Assess patient by feeling for pulse, temperature, tactile fremitus, edema, subcutaneous emphysema, sizes and shapes of arteries and veins.</td>
</tr>
<tr>
<td>Function</td>
<td>Skill(s) Tied to</td>
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<td>----------------</td>
</tr>
<tr>
<td>• Feel the differences in sizes, shapes</td>
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</tbody>
</table>
| 9. **Smell:**  
  • Detect odors from patient  
  • Detect smoke, gas or noxious smells | Assess for noxious odors originating from the patient due to infection or environmental problems (example gas leak or smoke). |
| 10. **Reading:**  
  • Read and interpret physicians’ orders  
  • Read and understand written documents in English  
  • Read very fine or small print | Read and interpret physician orders, as well as physician, therapist and nursing notes. Read from a computer monitor screen. Accurately gather data in a reasonable amount of time, to ensure safe and effective patient care relative to other care givers. |
| 11. **Math Skills:**  
  • Read and understand columns of writing, digital displays and graphic printouts  
  • Convert numbers between units of measure  
  • Tell time and measure time  
  • Count rates  
  • Able to perform basic math functions: add, subtract, multiply, divide, solving for unknown using with and without a calculator  
  • Compute fractions | Read and interpret patient graphics charts, flow sheets and graphic displays. Perform basic math functions in order to calculate minute ventilation, convert temperature, correctly place graduated tubing, as well as other functions. Ability to convert 12 hour clock to 24 hour clock (military time). Be able to calculate heart rate and respiratory rate from 15 seconds to one minute. |
| 12. **Emotional Stability:**  
  • Maintain appropriate professional boundaries  
  • Provide patient with appropriate emotional support  
  • Adapt to changing environmental/stress  
  • Deal and cope with the unexpected  
  • Focus attention on task despite distractions  
  • Function safely, effectively and calmly in a stressful, fast-paced, dynamic work environment  
  • Maintain composure and concentration while managing multiple tasks simultaneously | Provide for safe patient care despite a rapidly changing and intensely emotional environment. Perform multiple tasks concurrently, such as the delivery of medication or oxygen in one room while performing an arterial blood gas in another as may occur in an emergency room environment. Maintain enough composure to provide for safe and effective patient care despite situations such as crisis or grief. |
| 13. **Critical Thinking Skills:**  
  • Transfer/extrapolate knowledge from one situation to another  
  • Process information  
  • Evaluate outcomes  
  • Rapidly process, synthesize, problem solve and prioritize tasks  
  • Use long and short term memory  
  • Identify cause-effect relationships  
  • Plan/control (delegate) activities for others  
  • Synthesize knowledge and skills  
  • Sequence information  
  • Prioritize and perform multiple responsibilities concurrently | **Interpretation:** Quickly and accurately interpret problems, as well as objective and subjective data, from common information as it relates to the care of the patient.  
**Analysis:** Quickly examine ideas/arguments in problems, process objective and subjective data, and develop action plans in the care of patients.  
**Evaluate:** Quickly determine causes of equipment malfunction or alarms and rectify the situation. Additionally, evaluate different sources of diagnostic information to help arrive at a patient diagnosis and prioritize care.  
**Problem solving skills:** to calibrate, operate, and troubleshoot complex technology such as mechanical ventilators and other life-support equipment  
**Patient management decisions:** use RT protocols such as evidence-based ventilator weaning.  
**Emergency Response:** Fast and automatic (example immediately provides manual ventilation to a
<table>
<thead>
<tr>
<th>Function</th>
<th>Skill(s) Tied to</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>14. Interpersonal Skills:</strong></td>
<td>patient who inadvertently is extubated).</td>
</tr>
<tr>
<td>• Negotiate interpersonal conflict appropriately</td>
<td>Communicate effectively with disagreeable patients, family, doctors, nurses and other staff in order to attempt to meet therapeutic goals for the patient.</td>
</tr>
<tr>
<td>• Respect differences in patients and co-workers</td>
<td>Recognizes and respects cultural, socioeconomic, learning and behavioral differences in patients, as well as differences due to patient age.</td>
</tr>
<tr>
<td>• Establish rapport with patients and co-workers</td>
<td>Presents oneself in a professional manner in order to provide direct patient care.</td>
</tr>
<tr>
<td>• Practice social behaviors that are appropriate to interpersonal situations</td>
<td></td>
</tr>
<tr>
<td>• Work effectively with physicians, staff, patients and patients’ families</td>
<td></td>
</tr>
<tr>
<td>• Practice personal hygiene consistent with close contact during direct patient care</td>
<td></td>
</tr>
<tr>
<td>• Show appropriate compassion through communications.</td>
<td></td>
</tr>
<tr>
<td><strong>15. Use of Technology</strong></td>
<td>Operates highly technical equipment such as ventilators. Use computers for word processing and computer charting.</td>
</tr>
<tr>
<td>• Use technology, including electronic medical records, mechanical ventilators and online resources</td>
<td></td>
</tr>
<tr>
<td><strong>16. Safety in Work Place</strong></td>
<td>Maintains safe practice while drawing blood and handling blood and body fluids. Wears appropriate personal protective equipment when caring for patients with contagious diseases. Washes hands appropriately between patients. Ensures patient safety. Uses proper body mechanics when lifting and moving. Can follow emergency safety plans (e.g Tornado, fire, electrical, disaster plans). Can identify frayed electrical cords.</td>
</tr>
<tr>
<td>• Follow CDC and institutional policies to prevent transmission of infection</td>
<td></td>
</tr>
<tr>
<td>• Accurately identifies patients.</td>
<td></td>
</tr>
<tr>
<td>• Administer medications safely and accurately.</td>
<td></td>
</tr>
<tr>
<td>• Recognize and minimize hazards that could increase healthcare associated infections.</td>
<td></td>
</tr>
<tr>
<td>• Recognize and minimize accident hazards in the clinical setting.</td>
<td></td>
</tr>
<tr>
<td>• Practice respiratory therapy according to established professional, ethical and institutional standards</td>
<td></td>
</tr>
<tr>
<td>• Follow institutional safety and disaster policies</td>
<td></td>
</tr>
<tr>
<td><strong>17. Communication Skills</strong></td>
<td>Effectively and appropriately-communicate with doctors, nurses, patients, family, and other staff in order to provide effective and efficient patient care (e.g patient rounds, shift reports, progress notes, patient / family education, telephone orders). Written communication is clear, concise and legible.</td>
</tr>
<tr>
<td>• Teaches within the health care setting</td>
<td></td>
</tr>
<tr>
<td>• Speak clearly and distinctly in English</td>
<td></td>
</tr>
<tr>
<td>• Interact with others</td>
<td></td>
</tr>
<tr>
<td>• Convey information through legible writing and in English</td>
<td></td>
</tr>
</tbody>
</table>
**CURRICULUM (ASSOCIATE IN SCIENCE DEGREE)**

Due to the completion of these required general education courses, students who enroll into the Respiratory Therapy Program are considered “part time” and will need to follow the part time course outline.

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>CREDIT HOURS</th>
<th>CONTACT HOURS PER WEEK</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REQUIRED GENERAL EDUCATION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC 101 or SOCI 111</td>
<td>General Psychology or Sociology</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>APHY 101</td>
<td>Anatomy &amp; Physiology I</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>MATH 123</td>
<td>Quantitative Reasoning (will accept MATH 118)</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>APHY 102</td>
<td>Anatomy &amp; Physiology II</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>ENGL 111</td>
<td>English Composition I</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 1XX</td>
<td>Chemistry</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2XX</td>
<td>Microbiology</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>COMM 101 or 102</td>
<td>Intro Communications or Fundamentals of Speech</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>IVYT 1XX</td>
<td>Ivy Tech Student Success: (Recommend 112)</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>25</strong></td>
<td><strong>29</strong></td>
</tr>
<tr>
<td><strong>REQUIRED RESPIRATORY THERAPY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RESP 101</td>
<td>Assessment and Caring for a Respiratory Patient</td>
<td>6</td>
<td>8 (4 lec / 4 lab)</td>
</tr>
<tr>
<td>RESP 102</td>
<td>Advanced Assessment and Care of a Cardiopulmonary Patient</td>
<td>3</td>
<td>4 (2 lec / 2 lab)</td>
</tr>
<tr>
<td>RESP 103</td>
<td>Cardiopulmonary Anatomy and Physiology</td>
<td>3</td>
<td>3 lecture</td>
</tr>
<tr>
<td>RESP 104</td>
<td>Concepts in Adult Critical Care</td>
<td>3</td>
<td>4 (2 lec / 2 lab)</td>
</tr>
<tr>
<td>RESP 105</td>
<td>Cardiopulmonary Pathophysiology</td>
<td>3</td>
<td>3 lecture</td>
</tr>
<tr>
<td>RESP 106</td>
<td>Cardiopulmonary Pharmacology</td>
<td>3</td>
<td>3 lecture</td>
</tr>
<tr>
<td>RESP 107</td>
<td>Clinical Applications of Assessment and Caring for a Respiratory Patient</td>
<td>2</td>
<td>10 hours in clinic</td>
</tr>
<tr>
<td>RESP 108</td>
<td>Clinical Applications in Advanced Assessment and Care of a Cardiopulmonary Patient</td>
<td>2</td>
<td>10 hours in clinic</td>
</tr>
<tr>
<td>RESP 201</td>
<td>Advanced Concepts in Cardiopulmonary Diagnostic Procedures</td>
<td>4</td>
<td>4 lecture</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
<td>Hours</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------</td>
<td>-------</td>
</tr>
<tr>
<td>RESP 202</td>
<td>Pediatric and Neonatal Advanced Critical Care</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>(2 lec / 2 lab)</td>
</tr>
<tr>
<td>RESP 203</td>
<td>Advanced Emergency Management</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>lecture</td>
</tr>
<tr>
<td>RESP 204</td>
<td>Extended Care for the Cardiopulmonary Patient</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>lecture</td>
</tr>
<tr>
<td>RESP 205</td>
<td>Advanced Respiratory Care and Comprehensive Review</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>lecture</td>
</tr>
<tr>
<td>RESP 208 *</td>
<td>Clinical Applications and Concepts in Critical Care (Equivalent to the</td>
<td>5</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td>combination of RESP 206 and RESP 207 )</td>
<td></td>
<td>hours in clinic</td>
</tr>
<tr>
<td>RESP 209</td>
<td>Advanced Clinical Applications in Critical Care and Specialty Rotations</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>hours in clinic</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td>46</td>
</tr>
</tbody>
</table>

Upon successful completion of the above courses (71 credits), the graduate is awarded an Associate in Science degree.

* Some campuses may require students to enroll in RESP 206 (2 credits) and RESP 207 (3 credits) in lieu of RESP 208 (5 credits)

**STUDENT RESPONSIBILITIES STATEMENT**

Students contribute effort and potential to the partnership. Students are responsible for participating in the learning process in a conscientious manner while taking full advantage of educational opportunities available. Students are also expected to conduct themselves in such a matter as not to interfere with the learning of others. The following list, not meant to be inclusive, further defines the student role:

- Come to all class sessions prepared and on time
- Display interest in the subject matter through participation, questions, etc.
- Bring forth concerns to appropriate individuals
- Seek help and clarification when necessary (i.e. tutoring, study groups, questions)
- Engage in accurate, objective self-assessment of own work and continually be aware of class standing/performance
- Understand the instructor’s expectations and methods of assessment
- Initiate all paperwork necessary to enroll in and exit from the course, including financial aid documents

**ESTIMATED PROGRAM COSTS**

The following is an estimate of the cost for the Respiratory courses once accepted into the program. The total cost will the same, however due to the variation of course sequencing, the cost by semester will vary from one campus to another. Credit hour fee: In-state and out of state fees will vary and are subjective to change without notice. Please contact your local campus for current pricing.
For example fall semester, RESP 101 and RESP 106:
Respiratory Nine credit hours X $145.01 = $ 1,305.09
Lab Kit (depending on Campus) = 150.00
Respiratory Books = 400.00
Uniforms/Clinical supplies = 250.00
Clinical documentation software/web access = 200.00
Technology Fee = 75.00
Total Estimate = $ 2,380.09

All students must have a physical examination, CPR certification, drug screening and criminal background checks after being accepted into the program. Please see the program health form for all health requirements and attend a mandatory program orientation to determine if there are any other campus requirements.

For example spring semester, RESP 102, 103 and 107:
Respiratory Eight credit hours X $145.01 = $ 1,160.08
Respiratory Books = 300.00
Technology Fee = 75.00
Total Estimate = $ 1,535.08

For example summer semester, RESP 104, 105 and 108:
Respiratory Eight credit hours X $145.01 = $ 1,160.08
Respiratory Books = 200.00
Technology Fee = 75.00
Total Estimate = $ 1,435.08

For example second fall semester, RESP 208, 201 and 202:
Respiratory 12 credit hours X $145.01 = $ 1,740.12
Respiratory Books = 200.00
Technology Fee = 75.00
Total Estimate = $ 2,015.12

For example second spring semester, RESP 204, 205, 203, 209:
Respiratory nine credit hours X $140.61 = $ 1,305.09
Respiratory Books = 150.00
Therapist Multiple Choice Self-Assessment Exam = 50.00
Clinical Simulation Self-Assessment Exam = 70.00
Technology Fee = 75.00
Total Estimate = $1,650.09

Grand Total RESP Estimate $9,015.46
**JOB PLACEMENT**

Program graduates across the state have excellent job placement rates; please see your local Respiratory Therapy campus for more specific information. According to the Bureau of Labor Statistics for 2018, the Median hourly wage is $28.98 and the median annual wage is $60,280. Career Services is available to assist students with placement. More information can be found on [https://coarc.com/Students/Programmatic-Outcome-Data.aspx](https://coarc.com/Students/Programmatic-Outcome-Data.aspx) and clicking on outcomes data.

**NATIONAL BOARD EXAM RESULTS**

Ivy Tech cannot guarantee that any student will pass a certification or licensing exam. Your success will be determined by several factors beyond the instruction you are given in the classroom including your test-taking skills, your willingness to study outside of class, and your satisfactory completion of appropriate practice exams. The Therapist Multiple Choice exam questions are drawn from databases of hundreds of possible questions; therefore, a thorough understanding of the subject matter is required.

Each campus is responsible for their board results. Please go to [https://coarc.com/Students/Programmatic-Outcome-Data.aspx](https://coarc.com/Students/Programmatic-Outcome-Data.aspx) and click on outcomes data for more specific information for each campus.
APPENDIX A
VERIFICATION FOR RECEIPT OF PROGRAM APPLICATION BOOKLET MAY 15, 2021

I have received a copy of the Respiratory Therapy Program application booklet May 15, 2021 and have had an opportunity to read and ask questions related to the content. I understand the rules and policies, and I agree to abide by them while a student in the Respiratory Therapy Program.

This page must be submitted with your Respiratory Therapy Program Application.

Student Signature________________________________________ Date________________

C# _______________________________________________________

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