Policy Name: Admission Requirements

Approval Authority: Rutgers School of Nursing Faculty

Responsible Executive: Executive Vice Dean

Responsible Office: Nurse Anesthesia Specialty Track

Adopted: 3/1/4

Reviewed: 1/4/17

Revisions: 1/4/17

1. **Policy Statement:** To establish objective criteria and a fair and unbiased process for selection of students and assure that all enrolled students meet minimal criteria established by the institution and its accrediting agencies and regulatory bodies.

2. **Who Should Read this Policy:** faculty, administration, and all Nurse Anesthesia students

3. **Resources and Related Documents:**

   Council on Accreditation of Nurse Anesthesia Educational Programs (COA).  
   Standard for Accreditation of Nurse Anesthesia Programs, June 2016  
   Standard for Accreditation of Nurse Anesthesia Programs-Practice Doctorate, June 2016  


   School of Nursing Student Handbook, current version  
   [http://nursing.rutgers.edu/policies/index.html](http://nursing.rutgers.edu/policies/index.html)

4. **Policy:** In addition to all of the general requirements for admission to all DNP specialties, described in the most current version of the RBHS SN Student Policies the Nurse Anesthesia Specialty Track additionally requires of applicants for admission:

   - A completed and signed Supplemental Application for Admission to the RBHS Nurse Anesthesia Program (sample document appended) with attestation of eligibility as a candidate for the National Certification Examination for Nurse Anesthetists and disclosure of any previous enrollment in a nurse anesthesia educational program.

   - Current licensure as a professional registered nurse in one of the United States, and eligibility for New Jersey licensure. A New Jersey license will be required prior to enrolling in any Nurse Anesthesia Specialty Track courses. Current
license as a Registered Professional Nurse in any state in which program affiliated clinical sites are located may also be required prior to the second semester of study.

- Evidence of current Basic Life Support (BLS), Advanced Life Support (ACLS) and Critical Care Registered Nurse (CCRN) certification. Pediatric Advanced Life Support (PALS) certification will be required prior to beginning the clinical practicum.

- A minimum of one complete year of full time, recent experience as a Registered Nurse in a critical care setting. Demonstrated proficiency in managing critically ill patients, mechanical ventilation, invasive hemodynamic monitoring, vasoactive IV infusions and aggressive fluid management. Preferred areas of critical care experience include: surgical ICU, cardio thoracic ICU, neurosurgical ICU, burn ICU. Pediatric ICUs and selected PACUs may be considered if the applicant can demonstrate comparable experience and critical thinking skills and has earned the required CCRN credential.

- At least two current letters of recommendation from professional colleagues in a leadership position in the critical care setting, supporting the applicant’s critical thinking skills, experience and potential success in the nurse anesthesia program. Recommendations from family, friends or didactic instructors will not be considered.

- If selected, participation in candidate interview sessions in which the applicant has the opportunity to demonstrate to the admission committee the extent of his/her knowledge, expertise in critical care, intelligence, critical thinking skills, professionalism, communication skills, dedication and character.

5. **Procedure**: Congruent with the School of Nursing Policy Graduate Program Application Review, all applications for admission are screened by the appropriate admissions staff and those meeting basic requirements for graduate admission are reviewed by the Nurse Anesthesia Specialty Track Admissions Committee. Qualified candidates are selected for interviews. Recommendations for admission are made to the Dean by the Committee based upon composite evaluations utilizing objective criteria.
Supplemental Application for Admission to the RBHS Nurse Anesthesia Program

In addition to the standard application for admission to the School of Nursing, this form must be signed by the applicant and submitted by mail to the Office of Enrollment Services, before an applicant will be considered for admission into the nurse anesthesia specialty track.

Name: (print) ______________________________________________________________

Address: ___________________________________________________________________
________________________________________________________________________

Telephone Number: ________________________________________________________

Email address: ___________________________________________________________________

Please attach a resume or a curriculum vita that clearly describes, both quantitatively and qualitatively, your experience as a critical care registered professional nurse.

1. In what state are you currently licensed to practice as a professional nurse? __________

2. Are you eligible for RN licensure in the states of New Jersey and New York?
   Yes                     No

3. Has your license to practice as a professional nurse been revoked or suspended, or are there any restrictions on your RN licensure in any state?
   Yes                     No

4. Have you been issued an AANA student enrollment number?
   Yes                     No

5. Have you ever been enrolled as a student in any other nurse anesthesia educational program?
   Yes                     No      previous program: __________Reason for leaving:__________

6. Have you ever been convicted of a felony?
   Yes                     No

Signature ___________________________________________ Date ___________________