Students in this course will learn:
- Proper procedures to perform a venipuncture
- How to calculate medication dosage and IV fluid administration rate
- Proper use of IV equipment and supplies
- How to document intravenous fluid therapy
- How to recognize and prevent complications of IV therapy
- How to monitor advanced venous access devices and IV treatment modalities

Students will complete written and performance assessments throughout the course.

Class meets: 4:00 – 9:00 pm, MATC, Room 103A, Mondays, Wednesdays, and Fridays: July 25, 27, 29, August 1, 3, 5.
Clinical: Student will complete a clinical in Manhattan, 6:00 am–2:00 pm, on Aug. 11 (Th) or Aug. 12 (Fri), (tentative)
KSBN State Exam: Tuesday, August 9, 2016, MATC, Room 103A, 4:00 pm.

NOTE: Student must attend all classes and the clinical hours for full sessions. No make-up hours available.

ENROLLMENT is open and available at Manhattan Area Technical College, front office, 3136 Dickens Avenue, Manhattan, Kansas. Enrollment is on a first-come-with-payment-and-all-enrollment-requirements-met basis. MATC office hours are Monday-Friday 7:30 am-5:00 pm. Enrollment is open until the class fills with 12 students, or until 5:00 pm, July 18, whichever comes first. Minimum enrollment is six students.
No partial enrollments or “holds” are accepted.

Required at enrollment:
- Course fee $355.00 paid at enrollment. Cash, check, Visa, MasterCard, Discover, or third party payment **
- Copies of these documents (bring copies of all documents with you to submit at enrollment):
  - Current photo ID
  - Current CPR certification
  - Current (within one year) negative TB skin test report. Contact nursing office 785.320.4516 if test is positive.
  - Immunizations or positive titer for MMR (2), Varicella (2), Hepatitis B (3); Tetanus (1 in last 10 years)
  - Proof of current health insurance
  - Copy of current Kansas LPN or RN license, or license number
  - Background Check (see instructions below), bring copy of print-out/report***


REFUND POLICY: Student may request refund of course tuition and fees if written notification is received at the MATC front office before 5:00 pm, Wednesday, July 20, 2016. No refunds are given after course start date.

Manhattan Area Technical College is approved as a provider of continuing nursing education by the Kansas State Board of Nursing. This program is approved for 38 contact hours applicable for LPN re-licensure and 20 contact hours for RN re-licensure. KSBN Approved Provider Number: LT0260-0710.

*Course Number for IV Therapy: ALH 090-13003; Instructor: Kim Davis, MSN, RN.
**Third Party Billing Agreement: Payment, a purchase order, or a signed authorization to bill a company or agency as a third party, must be presented at time of enrollment. Sponsors requesting billing as third party agree to pay regardless of performance of the student.

**Criminal Background Check Instructions
NOTE: The criminal background check is required for students who completed a nursing program prior to May 2016. The cost of the background check is $20.00 (payment by card), which is to be paid by the student. The background check is to be completed prior to enrollment. The background check is completed online. Follow these screens:
www.accessKansas.org/kbi, KS Criminal History Record Check, Getting Started, Conducting a Record Check, General Information, Requesting Your Own Criminal History, Perform a Record Check, and Creating a KanAccess Account. Continue with the process, including $20 payment, and print one copy of results for your records. If you have no history, the report will indicate a message similar to “NO RECORD FOUND”. Print this page and bring to enrollment. Any convictions disclosed on the criminal record check must be reviewed by both the nursing program chair and the student. Certain convictions may not allow an individual to participate in clinical. Failure to comply with the criminal background check policy disqualifies the person from the class.