

Respiratory Care Practitioner Refresher Course

According to the rules of the North Carolina Respiratory Care Board (NCRCB) and in accordance with the NC Respiratory Care Practice Act, individuals who have not held an active license for 5 or more years are required to successfully complete Board approved continuing education and retake and pass the CRT exam administered by the NBRC. In addition, those having an inactive license for a period of 1-4 years are also required to take continuing education. The refresher course outlined in this document does meet the continuing education requirements for individuals who have been out of practice for 5 years or greater and may be utilized for all individuals who have been out of the practice for any period of time. The laboratory portion of the refresher course is only for those individuals applying for a NC RCP license. If you desire licensure in a state other than North Carolina please contact that Board regarding their requirements.

Program Description

The Respiratory Care Practitioner Refresher Program consists of a NC Respiratory Care Board (NCRCB) approved respiratory review course, a laboratory skill review/evaluation, and NBRC CRT Self-Assessment Evaluation. This course addresses a full range of common respiratory problems in the intensive care as well as general care areas of respiratory care. Depending on your needs, you may take the complete program or individual portions.

The review course portion will consist of either of a home-study Registered Respiratory Therapy (RRT) and Clinical Simulation Exam (CSE) review or a comprehensive onsite review program which includes the CSE and RRT review. Kettering Seminars is the only company at this time which offers both programs. The laboratory and testing portion must be completed at one of the identified NC community colleges.

Enrollment Sequence

Enrollment at each college depends on their calendar of registration, so contact the college of choice for your registration information. The refresher course consists of 3 phases and each phase must be registered for separately and completed in the following order:

Phase 1: Review Course

You may choose to enroll in either a home-study or onsite review course. Once enrolled in the Board approved respiratory care review course, you may proceed at your own pace using the set of materials that will be provided to you when you enroll. However, there is a 90 day time limit for the refresher course, so pace yourself accordingly.

In order to register for the Board approved review course please contact:

Kettering National Seminars
 589 Congress Park Dr.
 Dayton, OH 45459
 Phone: 937-433-5631
 Toll-Free: 800-445-0860
 Fax: 937-433-3510
 e-mail: info@KetteringSeminars.com

The North Carolina Respiratory Care Board approval of this provider is based on the AARC approval. At this time there are no other board approved seminars, but as they become available we will post those as well.

For each portion of either course, you will need to fulfill the requirements of the provider to earn the certificate for the course. You must bring the certificate of completion when you register for the next phase. You should also send one copy to the Board office.

Phase 2: Laboratory Review/Evaluation/Testing

The laboratory portion can begin only after phase one has been completed. The laboratory portion consists of 20 hours of hands on review and evaluation at one of the listed colleges offering respiratory care plus 3 hours of testing for a total of 23 hours.

This portion of the program is coordinated by the respiratory care programs identified:

NC Colleges Offering Phase 2

Catawba Valley Community College

2550 Highway 70 S.E.
Hickory, NC 28602
828-327-7000, Ext. 4391

Catherine Bitsche, MA, RRT, RCP Program
Program Director
cbitsche@cvcc.edu

Durham Technical Community College

P.O. Box 11307
1637 Lawson Street
Durham, NC 27703
919-536-7233 ext 8124

Richard D. Miller, PhD, RRT, RCP
Program Director
miller@durhamtech.edu

Pitt Community College

P.O. Drawer 7007,
Hwy. 11 South
Greenville, NC 27835-7007
252-493-7378

Wendy Ayscue, M.A.Ed., RRT, RCP
Program Director
<mailto:wayscue@email.pittcc.edu>

Sandhills Community College

2200 Airport Road
Pinehurst, NC 28374
910-695-3836

William Croft, MS, RRT-NPS, RCP, CN
Program Director
croftb@sandhills.edu

Southwestern Community College

227 College Drive,
Sylva, NC 28779
828-586-4091 Ext: 4472

Mitch Fischer, RRT, RCP
Program Director
mfischer@southwesterncc.edu

The laboratory experience is intended to be for procedural review and evaluation as required by the NCRCB. Individuals must arrange for the laboratory review and evaluation with the assigned RCP program faculty. Depending on the college, extra laboratory time may be allotted for additional practice, but no additional credit will be awarded. There may be extra cost involved, so please check with the college of your choice.

Completion of the phase requires that a total of 30 procedures be successfully completed in the laboratory setting plus the NBRC Certified Respiratory Self-Assessment Test (CRT SAE).

Once the laboratory evaluations are complete, all individuals must pass a secured CRT SAE. This must be scheduled with the testing center located in the continuing education department of each college. As an alternative, you may elect to take the actual CRT exam in lieu of the CRT SAE, and the continuing education department will only award 20 CE hours for the laboratory review. However, the cost remains the same. If you elect to complete this phase in this manner, please contact the Board regarding your intentions. Keep in mind that you will only have a total of 90 days to complete both phases.

NOTE: A copy of all certificates must be notarized and sent to the NCRCB upon completion of each phase.

Information You Need

- **Registration**

- **Phase 1:** (Review Course) You are only required to register with the designated provider listed in the previous section. Please do not contact the RCP program at this point.
- **Phase 2:** (Laboratory Review and Evaluation) After successfully completing phase one, register for phase 2 at the designated college by contacting the continuing education department at the above identified colleges to register.
 - After registering, you should make an appointment with the community college respiratory care faculty to schedule the laboratory review/evaluation. When scheduling the laboratory, you will need to provide a copy of the completed review course certificate or transcript.
 - Upon completing the evaluations, you will need to make an appointment to schedule your exam with the college testing center or make arrangements for a proctored test at that college.

- **Enrollment**

- You must register for each phase separately.
- You must complete the program in order: review, lab evaluation, and testing.
- The enrollment period begins on the day an application is processed. The maximum time for completing the course is 90 days from the date that you register. This limitation should be taken into account in scheduling your laboratory evaluation.
- Students may enroll based on your college enrollment schedule. Some may offer it any time of the year. Fees must be paid to the community college in full at the time of enrollment. Fees will vary depending on the option selected.
- You may proceed at your own pace through the course, but we suggest that you allow time

for feedback from your instructor.

- **Cost of the Program**

- The fee for the review course has been established by the providers approved by the AARC and the NCRCB. Please contact: **Kettering National Seminars** at 1-800-445-0860.
- The cost for the laboratory and testing portion is set by the college and includes the NBRC CRT SAE test. Laboratory review is the most expensive portion of this course since it is self supporting. It must be taught by a licensed RCP. Generally most reviews will be on a 1 on 1 basis. However, each college will determine their own faculty to student ratio. Regardless, the cost is based on the 20 hours of review and evaluation plus the cost of the CRT test.
- Refunds may be given based on the college policy.

RCP Refresher Course Checklist

1. ___ Contact the community college closest to your home that is on the list.
2. ___ Register and pay for Phase 1
3. ___ Complete Phase 1
 - a. ___ Successfully pass all modules
 - b. ___ Receive certificate
4. ___ Register for Phase 2
 - a. ___ Contact RCP program faculty for an appointment
 - b. ___ Bring your drivers license
 - c. ___ Bring original NBRC CRT certificate
 - d. ___ Bring transcript or certificate for the review portion
 - e. ___ Schedule your review and evaluation sessions
5. ___ Complete Phase 2
 - a. ___ All laboratory evaluations successfully completed
 - b. ___ Contact testing center or proctor to set-up test
 - c. ___ Successfully pass the CRT SAE
 - d. ___ Receive CE hours from the continuing education department
6. ___ Program Complete
 - a. ___ Receive certificate
 - b. ___ Send a notarized copy of the certificate via certified mail to the board office.

RCP REFRESHER COURSE
Syllabus

COURSE NAME: RCP REFRESHER COURSE (Phase Two)

PREREQUISITE: Must be a graduate of a COARC Accredited Respiratory Care Program
 Completion of the NC Respiratory Care Board approved review course (Phase One)

This course provides preparation for re-entry into employment into the field of respiratory care as well as satisfies the licensing requirements set forth by the NC Respiratory Care Board. Emphasis in this course is placed on review / evaluation and testing of the procedural skills required for entry-level status by the National Board for Respiratory Care (NBRC). Upon completion, students should be able to successfully complete the appropriate self-assessment examinations and meet the licensing requirements for employment.

CONTACT HOURS: 23

CLASS LOCATION: K128

CLASS TIME: Variable

PRIMARY INSTRUCTOR: Bill Croft MS, RRT-NPS, RCP, CN
 Professor/Program Coordinator
 Health Sciences Department Chair

ADJUNCT INSTRUCTORS: As assigned

OFFICE: K124
OFFICE HOURS: Appointment only
PHONE: 910-695-3836

REQUIRED TEXTBOOKS: 1. White, G. Basic Clinical Lab Competencies for Respiratory Care 4th edition

Suggested Reference Material

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1. White, Equipment Theory for Respiratory Care
 2. Des Jardins, Clinical Manifestations and Assessment of Respiratory Disease
 3. Pilbeam, S. Mechanical Ventilation: Physiological and Clinical Application
 4. Scanlan, C. Egan's Fundamentals of Respiratory Care, 8th edition

GRADING SCALE: Pass/Fail

Grading Format: Each procedure must be passed to earn a passing score.

The CRT SAE must meet the required NBRC passing score to earn credit for the entire course.

OUTLINE OF INSTRUCTION:**Course Evaluation:**

Students are evaluated and graded on three domain levels: cognitive, psychomotor and affective. Cognitive evaluations are performed through CRT testing to ensure theoretical knowledge. Psychomotor evaluations are performed to assess the skill level of each procedure. Affective evaluations are performed to assess the students behavior related to performing skills in the healthcare setting.

Goals and objectives:

1. The student will successfully explain entry level and advanced level respiratory care competency requirements.
2. The course provides opportunities for the students to review and be evaluated on their knowledge of the respiratory care modalities listed. Specifically, the student should be able to:
 - a. Pass all required procedures with at least a 90% proficiency
 - b. Pass a CRT Self Assessment Exam administered by the NBRC

Course requirements:

Students need required textbook, and a notebook for making notes.

GENERAL EDUCATION OBJECTIVES (CORE):

1. COMMUNICATING:
 - a. The student will be required to communicate effectively in written and oral form, using his/her knowledge of all respiratory care modalities.
2. PROBLEM SOLVING/CRITICAL THINKING:
 - a. The student will sharpen his/her logical reasoning ability and analytical skills to solve problems in order to pass the CRT SAE as well the procedural evaluations.
3. FUNCTIONING WITHIN SOCIAL INSTITUTIONS:
 - a. The student will be able to appreciate the impact of obtaining the professional credentials to function in the health care industry.
4. UNDERSTANDING SCIENCE AND TECHNOLOGY:
 - a. The student will be able to demonstrate the skills necessary to integrate science and technology into patient care environments in a safe and ethical manner.

Competency Evaluations

*COMPETENCY EVALUATIONS	LAB (date completed)	RCP Signature
Manual Resuscitation		
Patient Assessment		
CXR Interpretation		
Oxygen Cylinder Setup		
Oxygen Administration		
Large Volume Aerosol Therapy		
Small Volume Nebulizer Therapy		
Metered Dose Inhaler		
Chest Physiotherapy		
Incentive Spirometry		
IPPB Therapy		
ABG Puncture		
Nasotracheal Suctioning		
Electrocardiogram		
Intubation		

**COMPETENCY EVALUATIONS	LAB completed) (date	RCP Signature
Tracheostomy and Stoma Care		
Tracheostomy Tube Change		
Arterial Line Sampling		
Monitoring Cuff Pressure		
Artificial Airway Stabilization		
Bedside Pulmonary Mechanics		
Extubation		
Tracheal Tube Suctioning		
Initiation of Mechanical Ventilation		
Monitoring Mechanical Ventilation		
Changing a Ventilator Circuit		
CPAP/BIPAP		
Basic Spirometry		

Participant Name (printed) _____ SSN# _____

Participant Signature _____ SSN# _____

Evaluator Name (printed) _____ SSN# _____

Evaluator Signature _____ SSN# _____