



**Department of Nursing**

**AAS.NURS.DAY**

**New Student Packet**

**FALL 2024**





Dear Incoming Nursing Students,

As you begin, I personally want to welcome you to the Bergen Community College Student Nursing Program. Each professional in the Nursing Department, Faculty, Staff, and Administration, are here to assist you in your endeavors. Together we will support and encourage you to attain your goals of becoming a Registered Nurse.

Our state-of-the-art Health Professions Integrated Teaching Center fosters a collaborative environment using the most current methodologies. Various disciplines interact with each other to simulate live clinical experiences in our Interdisciplinary Center for Simulation. Our experienced Nursing Faculty provide students with the opportunity to bridge the theory-practice gap by providing real world experiences to prepare you to become leaders of tomorrow.

Bergen Community College Nursing Program has a reputation of excellence. The health care facilities with whom we work, welcome and encourage our students to develop and grow in the learning process and in the profession of Nursing. Our Nursing Program is accredited by the Accreditation Commission for Education in Nursing (ACEN), which is an indicator of the success of our program.

The Faculty, Staff and I wish you a successful year!

Sincerely,

*Carmen Cruz-Torres*

Carmen Cruz-Torres, MSN, MHS, RN, CNE  
Assistant Dean, Nursing Program

# NEW STUDENT ORIENTATION

**Fall 2024 SEMESTER**

**ATTENDANCE IS MANDATORY!**

**Schedule is as follows:**

**Day 1** – In person attendance

**Day 2** – In person Mental Health

**Day 3** – Virtual attendance

**Day 1**

June 26th, 2024

**9:00am – 11:30am**

(All Students)

Technology Building

Room Tec-128

**11:30am - 12:30pm: Break/Tour - (BYOL) Bring your own lunch**



**12:30pm - 3:45pm**

Nursing Handbook Review with:

Assistant Dean Carmen Cruz-Torres, MSN, MHS, RN, CNE

**4:00pm - 5:00pm**

Nursing Student Panel with:

**Cristobel Berkel** - Level 4

**Sarah Nabbanja** – Level 4

**Monica Gutierrez** - Level 3

**Vladyslav Mamrosh** - Level 2

**Edwin Medina** – Level 1

**Day 2**

June 27th, 2024

(All Students)

**8:00am – 5:00pm**

Mental Health First Aid

You will receive an email with further details from mhfa.org  
Monitor your Bergen Student Email so that you can register for the class.

**Day 3:**

June 28th, 2024

ATI Student Orientation (All Students)

Register for the live 30-minute webinar with a virtual ATI product trainer

**Registration Link:**

[https://atitesting.zoom.us/webinar/register/WN\\_o2qnRxdeSuKWjdEvh7qlCQ#/registration](https://atitesting.zoom.us/webinar/register/WN_o2qnRxdeSuKWjdEvh7qlCQ#/registration)

**10:30am – 11:30am**

(All Students)

Facilitated by

F.A. Davis Digital Member

**Join Zoom Meeting:**

<https://fadavis.zoom.us/j/94428898747>

Meeting ID: 944 2889 8747

**1:00pm – 4:00pm**

(All Students)

ATI Online Test Taking Strategies Seminar

Facilitated by an ATI Nurse Educator NCLEX Specialist Deborah Detrick, MSN, RN

**Join Zoom Meeting:**

Meeting ID: 954 8813 7229

Passcode: 856449

\*The use of a phone or tablet is not recommended for this session as all features will not be fully supported.

# **MANDATORY**

## **NURSING DEPARTMENT REQUIREMENTS**

**READ CAREFULLY** and complete **all Nursing** requirements **by the deadline listed**.

**Nursing Department Compliance Information** must be submitted to the below  
NURSING Department URL: <https://lf.bergen.edu/Forms/hp0001>

- CPR Certification – **American Heart Association**, BLS for Healthcare Providers **ONLY**
- Malpractice Insurance (coverage as a registered nursing student)
- Drug Screen – Must be done between **July 15<sup>th</sup>– August 1<sup>st</sup>, 2024 ONLY**
- Please read your Student Handbook and check off the Student Handbook sign-off

**Do not “check the box” until you have read the Nursing Student Handbook.**

The Fall 2024 Nursing Student Handbook will be available through this link:  
[bergen.edu/nursing/more-info/](https://bergen.edu/nursing/more-info/)

**DEADLINE** for all NURSING DEPARTMENT Requirements are to be completed by:  
**August 1<sup>st</sup>, 2024 (NO EXCEPTIONS!)**

Students will **NOT** be permitted to progress into the Nursing Program until all  
of the above compliance documents are submitted.

## MALPRACTICE INSURANCE

Nursing students are required to purchase malpractice liability insurance.

- You must have coverage as a **Student Registered Nurse**
- Coverage amounts: **\$1,000,000** per individual claim and **\$6,000,000** per aggregate claim
- **Start date of Malpractice Insurance Policy must be 9/4/2024** (Start of Fall Classes)
- Many of our nursing students use NSO (Nurses Service Organization) to purchase their liability insurance.

You can apply online to purchase your insurance from NSO at: [www.nso.com](http://www.nso.com) or you can call toll free at 1-800-247-1500.

### **IMPORTANT!**

A copy of your Certificate of Insurance **must** be submitted electronically with your other required documents by **AUGUST 1st, 2024**

## CPR CERTIFICATION

**ALL NURSING STUDENTS ARE REQUIRED TO MAINTAIN CPR CERTIFICATION FROM THE FOLLOWING ORGANIZATION ONLY:**

**AMERICAN HEART ASSOCIATION**



### **BLS for Healthcare Providers Certification**

**\*IMPORTANT:** Be sure you have registered for the **Correct CPR Certification** as indicated above. CPR Certification must also be from a live/in-person course from the organization listed above.

Class schedules are available online at the American Heart Association website, [www.americanheart.org](http://www.americanheart.org)

Bergen Community College School of Continuing Education also offers CPR classes that meet our Nursing Department requirements. You can contact Continuing Education at [201-447-7488](tel:201-447-7488) to obtain more information on their CPR training or register at the link: <https://ce.bergen.edu/health-professions-courses/hh-703/>

Please keep in mind it can take a few weeks to receive your official CPR Card. Therefore, upon receipt of your card, **MAKE A PHOTOCOPY** and submit it with your other required compliance documentation electronically through this link: **URL to:** <https://lf.bergen.edu/Forms/hp0001>

If you have not received a copy of your card by **August 1<sup>st</sup>, 2024** we will **temporarily** accept a letter from the CPR Course Instructor stating you successfully passed the course. That will be accepted until your actual card arrives, and you are able to upload to the link.

**Students who are unable to meet the performance criteria for Certification due to health restrictions must:**

1. Present a physician's statement excluding them from this requirement
2. Attend the theory component of the CPR course.

Proof of exemption must be sent from the physician, and attendance at the course must be validated.

**IMPORTANT:**

**Deadline for all requirements must be submitted by August 1<sup>st</sup>, 2024**

# NSST Student Information



## NSST STUDENT INFORMATION SHEET

### INTRODUCTION

Typhon Group's NSST System is software used by your school to track your clinical encounters, your time spent at clinical facilities, your evaluations, schedule, portfolio, and much more.

Typhon Group is a web-based software. This means you can access your account and enter information on any computer or device that has a modern browser. There are no "apps" to install. You can log in directly to the Typhon Group website ([www.typhongroup.net](http://www.typhongroup.net)) from anywhere you have internet access.

Students DO NOT self-register for Typhon. Your program creates an account for you. Once your account has been created and your program is ready to grant you access, **they will send you an email with login instructions and information.** Typhon Group cannot directly provide you with this information.

**Once you have received the initial email from your school, you can log in to your account.** If your temporary password has expired (or you forgot your password), you can request another one by clicking "Forgot Login or Password." Classroom training may be provided by your school, but once you log in, you'll gain access to the complete instruction manual and video tutorials.

### PAYING FOR YOUR ACCOUNT

The first time you log in to the system, you will be directed to an online payment page. On this page, **you can pay your one-time \$70 system access fee with a credit card** (Amex, Visa, MasterCard, or Discover). Once your credit card has been approved, the system will automatically activate your account, enabling you to start using the system.

### LOG IN TIPS

Typhon Group provides several kinds of products, so to ensure you log in to the correct area, utilize the special page we created for your school. Your school's home page is <http://www.typhongroup.net/8401>. Click on your specialty, then the "Log In" button, then the "Student Data Entry Login" link. Add this page to your favorites or bookmarks for future reference. You should see the screen below (with the purple NSST logo and "Student Data Entry Login"), plus your account number will automatically get inserted when you log in through your school's special page.

A screenshot of the NSST Student Data Entry Login page. At the top is the NSST logo with "NURSING" below it. The page title is "Student Data Entry Login". There are three input fields: "Account Number" with a house icon, "User Login" with a person icon, and "Password" with a lock icon. Below these is a red "Log In" button. At the bottom, there is a link for "Forgot login or password?" and a button for "Other Login Types".





## Level I Students

Dear Level One Nursing Student:

Welcome to the Nursing Program at Bergen Community College. We have a proud 50+ year history of educating Nurses to provide health care to area residents and beyond. The Faculty and Nursing Administration rigorously and regularly review student and program outcomes always seeking new ways to improve the teaching/learning process.

As a result of our studies, we are pleased to introduce a program to further aid Nursing students to learn the theory and clinical application to nursing practice. This program is affiliated with ATI testing and remediation. You may recognize the name because the entrance examination you took to qualify for the Nursing Program is an ATI product. The program, utilized by numerous nursing programs throughout the country, will include the following products:

- Tutorials and Simulations
- Practice Assessments
- Proctored Assessments
- Active Learning Templates
- Print and eBooks

This program will provide YOU with personalized electronic remediation content, and it will help you address your weaknesses. Your performance will be assessed in accordance with the categories tested on the ATI Exit Examination and the National Licensing Examination, (NCLEX-RN), you will be required to take to become a Registered Nurse.

We wish you the very best and will share in your success as you achieve your goal of becoming a Registered Nurse!

Sincerely,

*Carmen Cruz-Torres*

Carmen Cruz-Torres, MSN, MHS, RN, CNE  
Assistant Dean of Nursing

## **NURSING STUDENT SCHOLARSHIPS**

There are many scholarships available for students enrolled in the Nursing Program at Bergen Community College. We encourage all students to take advantage of this financial assistance.

Nursing Student Scholarships and application can be viewed on the Bergen Community

College Web Page via the following link:

<https://bergen.edu/community/foundation/scholarships/>

## DEPARTMENT OF NURSING SKILLS KIT

Nursing Kits Purchase are through **Cornell Surgical Co.**

Purchase of Nursing Kit is mandatory. It will be needed from the start of the program.

Failure to have a Nursing Kit is considered a Nursing failure.

**Cornell Surgical Co.**  
**Medical Equipment & Supplies Since 1945**  
**30 New Bridge Road**  
**Bergenfield, New Jersey 07621**  
**(201) 384-9000**

BERGEN COMMUNITY COLLEGE, DEPARTMENT OF NURSING  
NURSE TRAINING KIT COST: **\$145.00**

**Order Site:** <https://cornellsurgical.com/pages/students>

When there, click on your school, **Bergen Community College.**

You'll then see the kit you need as **\*\*Nursing Kit- Course Required\*\***

Please note, your Nursing Training Kit cannot be returned as the content has been developed in conjunction with your instructors, which are items required for your program. If there are any items missing from your Nursing Skills Kit, contact Cornell Surgical Co directly and with sufficient time so that any issue is resolved in a timely matter. Their contact information is found above.

Orders must be placed by **August 1st, 2024**, to avoid delays.

**BERGEN COMMUNITY COLLEGE SCHOOL OF HEALTH  
PROFESSIONS DEPARTMENT OF NURSING**

**IN YOUR NURSING SKILLS KIT**- Make sure you have:

QTY	ITEMS	
1	Sterile Foley Catheterization Tray	
5 pairs	SensiCare Powder Free Synthetic Exam Gloves	
2	IV Set, Primary Tubing -Clearlink continu-flo solution set 112 inch	
2	IV Set Secondary Tubing (Clearlink secondary medication set with blue hanger in bag)	
2	250 ml Sodium Chloride (0.9% or Dextrose) injection USP Solution Bags in clear plastic wrap	
2	50 ml Sodium Chloride (0.9% or Dextrose) injection USP Solution Bags in clear plastic wrap	
1	Suction Catheter Kit sterile/disposable size 14 French	
1	Irrigation Tray with piston syringe or bulb syringe in long white container	
2	Central Line Dressing Change Tray	
2	Towel/Drape Non-Fenestrated (sterile disposable towel)	
25	Sterile Gauze Packets (4 x 4 sterile gauze dressings)	

1	Practi-Insulin, NPH (cloudy solution)	
1	Practi-Insulin, Regular (clear solution)	
2	Tie-On Face Mask	
2	1-piece plastic Isolation gown with thumb and over-head opening	
1	Disposable Eye Light (pen light to check pupil size)	
1	Shiley Disposable Inner Cannula 6DIC (curved round cannula with wings) tracheostomy inner cannula	
5	Cotton balls	
1	Sterile Thumb Forceps (tweezers)	

**PLEASE CHECK YOUR NURSING SKILLS KIT IMMEDIATELY!**

## UNIFORMS



Hello Nursing Students,

**For Fall 2024**, all Health Professions are to wear scrubs to the campus at all times. Each discipline will be recognized by their color.

Nursing Scrubs are **PURPLE** to honor our school color. This establishes a professional appearance, as well as a safety measure at the Health Professions Building.

### **Uniform Ordering Information:**

\*All incoming Level I students Must Visit the Yay Scrubs Showroom from **June 10<sup>th</sup> to June 14<sup>th</sup>** ONLY for their uniform sizing.

**All Payments are due at the time you place your uniform order.**

No Orders Accepted After June 14, 2024! Due to the time needed for orders to be received prior to the start of classes.

Uniform company: **Yay Scrubs**  
**336 Main Street**  
**Hackensack, New Jersey 07601**  
**Tel: 201-820-4852**  
**Email: [info@yayscrubs.com](mailto:info@yayscrubs.com)**

**Hours of operation:** Monday through Thursday 10:15am - 7pm

\*After you have been sized in June, **Yay Scrubs** will notify you when your order is completed. Please **Do Not Call** Yay Scrubs. They will contact you.

**Reminder:** Uniforms are required to be worn **AT ALL TIMES** when on Campus, Labs and at Clinicals. This is mandatory.

YAY SCRUBS  
336 MAIN STREET  
HACKENSACK, NJ 07601  
201-820-4852

BERGEN COMMUNITY COLLEGE - NURSING PROGRAM  
STUDENT ADVISORY LETTER

Required Uniform Purchase: Two sets, One lab coat, one name pin

All orders must be paid in advance and are a Final Sale. Cash or credit/debit cards only.  
NO PERSONAL CHECKS

**Please arrive at your scheduled appointment time!**

**WOMEN**

SK101-1276, NEW GRAPE TUNIC WITH CUSTOM EMBLEM APPLIED TO LEFT SLEEVE

XXS-XL **\$25.99**

2X-3X **\$29.99**

SK201-1276, NEW GRAPE PULL-ON PANT P=PETITE, T=TALL

XXSLXL, XXSP-XLP \$24.99

2X-3X **\$28.99**

XST-XLT **\$28.99**

**MEN**

SK0112-1276, NEW GRAPE TOP WITH CUSTOM EMBLEM APPLIED TO LEFT SLEEVE

XS-XL **\$28.99**

2X-3X **\$32.99**

SK0215-1276, NEW GRAPE PANT S=SHORT, T=TALL

XS-XL, XSS-XLS \$26.99

2X-3X **\$30.99**

ST-XLT **\$30.99**

**UNISEX**

CK401-WHITE, CONSULTATION LAB COAT, 30" WITH EMBLEM APPLIED TO LEFT SLEEVE

XXS-XL **\$28.99**

2X-3X **\$31.99**

CUSTOM NAMETAG **\$15.00**

**YAY SCRUBS ALSO SUPPLIES THE FOLLOWING ADDITIONAL REQUIRED ITEMS:**  
 All white leather shoes or full back plastic clogs, NO CANVAS/FABRIC FOOTWEAR.



**REMINDER: STORE HOURS MONDAY THROUGH SATURDAY, 10:15AM TO 7:00PM**

**UNIFORM FITTING SCHEDULE**

<b>Uniform Fitting Times</b>	<b>Monday June 10th</b>	<b>Tuesday June 11th</b>	<b>Wednesday June 12th</b>	<b>Thursday June 13th</b>	<b>Friday June 14th</b>
10:15am-11:00am	Charles E. Chiamaka E.	Kaydian B. Janae B.	Zuzanna G. Ivania L.	Zaria M. Mahkelia M.	Farajhusain S, Nicole S.
11a-12p	Hannah M. Michael M.	Giuliana B. Sona B.	Nicole H. Jessica H.	Ncutukazi M. Laura N.	Melanie S. Sarah S.
12p-1p	Dennis P. Jessica P.	Megan B. Vanessa B.	Christiana I. Ramneek K.	Patricia N. Cynthia N.	Aoranan S. Telma T.
1p-2p	Jungmi L. Paul L.	Chennelle B. Rosandy C.	Samanthia K. Amina K.	Natalie O. Seonwook P.	Jillian W. Lindsay W.
2p-3p	Albert K. Eun Jeong K.	Patricia C. Fatima C.	Michele K. Hyeoneil K.	Amaya P. Vidhi P.	Paris W. Cadema W.
3p-4p	Dulce M. Paola A.	Gabriela C. Kelsang C.	Seongeun K. Giovanna L.	Joshua P. Ashley P.	Daisy X. Edward Y.
4p-5p	Aminat A. Berna A.	Christian C. Jessie C.	Boguslaw L. Naya L.	Sivaleperi R. Alexander R.	Hannah G.
5p-6p	Kevin A. Matt A.	Jenna C. Samuel C.	Kiara M. Mikayla M.	Lisa R. Pia Mae R.	Kathryn Z.
6:00p-7:00p	Jeffry E. Trisha E.	Shante F. Shelby G.	Leela M. Mackeda M.	Karla R. Lissbeth R.	Aaron D.

**\*PLEASE NOTE!** DO NOT call to confirm your appointments. These are already confirmed.

ONLY call if you need to re-schedule. If rescheduling, Yay Scrubs will need **24 to 48hrs** notice.

**TEXTBOOKS FOR FALL 2024**

You will receive your textbook list for purchase at orientation.



## NURSING STUDENT COMPLIANCE INFORMATION CHECKLIST

### **FOR ALL REPEATING STUDENTS and STUDENTS ENTERING LEVEL I ONLY**

**Nursing Department Compliance Information** must be submitted to the below

NURSING Department URL: <https://lf.bergen.edu/Forms/hp0001>

- △ CHBC – Criminal History Background Check – Date of Completion
- △ Drug Screen – Must be done between **July 15<sup>th</sup> -August 1<sup>st</sup>, 2024 ONLY**.  
**Please submit scheduled date**
- △ Malpractice Insurance
- △ CPR Certification – **American Heart Association, ONLY**
- △ Student Handbook Sign-Check consent box  
**Do not sign until you have read the Nursing Student Handbook. We'll review it at the New Nursing Student Orientation.**
- △ The Fall 2024 Nursing Student handbook will be available through the link below:  
[bergen.edu/nursing/more-info/](https://bergen.edu/nursing/more-info/)

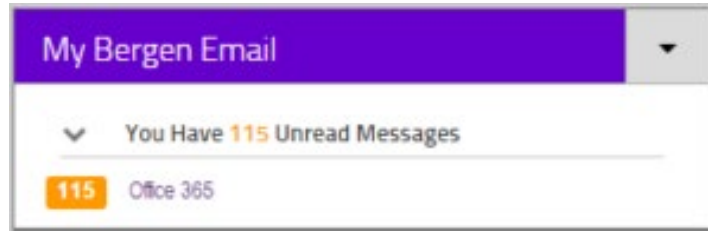
### **IMPORTANT – CAREFULLY READ BELOW AND PLEASE SUBMIT BY DEADLINE**

The above compliance information must be completed and returned by **August 1st, 2024**

Nursing Compliance information must be submitted at: <https://lf.bergen.edu/Forms/hp0001>

Additionally, please be on the lookout for a separate communication that will be sent to your Bergen Student Email from our **Health Services department** regarding the health requirements for your Clinical Practice. This packet will contain a Physical Exam Form, necessary lab requirements, vaccination documents and information on drug screening locations.

## NOTICE TO ALL BERGEN COLLEGE STUDENTS



Effective immediately, all communications sent via email must be conducted through your **Bergen Student Email** account ONLY. This is in compliance with student confidentiality laws and its institutional policies that the college must comply with.

Nursing Professors, Staff, and all BCC departments exclusively utilize Bergen Email for communication purposes.

Please make sure you have activated, and regularly monitor your Bergen Email to avoid missing important notifications and announcements.

Should you require assistance with any Bergen Email issues or have questions about it, contact the IT Help Desk directly at 201-879-7109,  
Email: [helpdesk@bergen.edu](mailto:helpdesk@bergen.edu) Webpage: <https://bergen.edu/helpdesk/>  
Location: 2nd Floor of Pitkin Education Center in the Sidney Silverman Library

Your understanding and cooperation is appreciated

*Bergen Community College, Nursing Department*

## Registration Information

You should have received an email notification, sent to your Bergen Student Email, regarding your class registration for the upcoming Fall 2024 semester. Please register into your assigned classes at your earliest convenience. If you have any questions/concerns/issues, contact Bessie De Jesús from the Nursing department at email [bdejesus@bergen.edu](mailto:bdejesus@bergen.edu) for assistance.



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# NOTES