



1250 Homer Rd  
Winona, MN 55987  
ATT: Shannon Schell  
Phone: (507) 453-2743  
E-Mail: [sschell@southeastmn.edu](mailto:sschell@southeastmn.edu)

### REQUEST FOR ARTICULATION

Date 1.12.18

High School District #0810

High School(s) Plainview Elgin Millville High School

Contact Person Tricia Shindelar, Counselor

Address 500 W Broadway, Plainview, MN 55964

Telephone 507.534.3128

E-Mail tshindelar@isd2899.k12.mn.us

High school course (or related courses) to be considered:

<u>High School Course Name</u>	<u>Number</u>	<u>No. of Instructional Contact Hours</u>
<u>Health Care Core Curriculum (HCCC)</u>	<u>26</u>	<u>4 credits/64 hours/7 modules</u>

<u>MSCS Course Number/Title</u>	<u>No. of Instructional Hours Lecture/Lab</u>	
<u>Health Care Core Skills (HCCS)</u>	<u>HLTH1000</u>	<u>2 credits/64 hours</u>

Both Courses Above Together = Nursing Assistant HLTH1098 3 credits

*Special Note: If taking as PSEO in the high school, all students must meet PSEO eligibility guidelines.*

High School Instructor(s) requesting articulation:

<u>Name</u>	<u>Telephone #</u>	<u>Contact Time(s)</u>
<u>Renee Gusa</u>	<u>507-876-2582</u>	<u>anytime</u>
<u>Dorothy Gusa</u>	<u>507-273-8439</u>	<u>anytime</u>

## Articulation Agreement

This Letter of Agreement shall facilitate articulation of credits from

Plainview Elgin Millville High School

to Minnesota State College Southeast.

Articulation enables students to apply High School courses which contain content equivalent to College courses toward the College's graduation requirements in diploma and/or Associate of Applied Sciences Degrees.

A. **ARTICULATED COURSES AND CREDITS**

The attached Request for Articulation outlines the secondary course(s) subject to this agreement and the related college course(s). Based on the terms of the agreement, the secondary course(s) may be used as a substitute for a specific college course(s) or as elective credits within the postsecondary curriculum. In either case, the student receives advanced standing which provides opportunities to decrease the number of credit hours required to complete the postsecondary program or to allow program enrichment.

B. **HOW TO OBTAIN ADVANCE STANDING**

Students wishing to have secondary coursework considered for Advanced Standing in a postsecondary program at Minnesota State College Southeast must complete the College application process. In addition, the student must submit the certificate of articulation or a copy of the certificate along with an official high school transcript. This transcript must reflect a minimum success rate of 75% in the articulated course in order to be considered for advanced placement which should translate to a "C" or better with the exception of Science and Health Care. Those two areas will require an 80% which translates to a "B" or better. In addition a "P" or passing grade may also be considered at times. Also, some articulation agreements may require an exit test to validate placement for Advance Standing. This exit test will be administered at the local high school to those students who qualify. Program admission will include review of articulated coursework for advanced standing.

C. **REVIEW**

This agreement will be reviewed and evaluated when there are any changes in curriculum, course outcomes/competencies, and instructors at either the postsecondary or secondary site.

D. **STUDENT AND PARENT INFORMATION**

The secondary and postsecondary participants will provide copies of catalogs, curriculums, application materials, and postsecondary participants will provide this articulation agreement to students and parents and will assist them with education planning and enrollment. In addition, the secondary school will identify students who are

### E. LIST OF COURSES ARTICULATED

Health Care Core Curriculum only, taught by the High School instructor with 7 modules, 64 hours for 4 credits will satisfy the above two courses in several Medical Support Careers program areas such as Health Unit Coordinator, Healthcare Document Specialist, Medical Administrative Assistant, Medical Administrative Specialist, Medical Coding Specialist AAS, Diploma and Certificate.

## MINNESOTA STATE COLLEGE SOUTHEAST

ISD# 0810

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

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Plainview Elgin Milleville High School

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Articulation enables students to apply High School courses which contain content equivalent to College courses toward the College's graduation requirements in diploma and/or Associate of Applied Sciences Degrees.

A. **ARTICULATED COURSES AND CREDITS**

The attached Request for Articulation outlines the secondary course(s) subject to this agreement and the related college course(s). Based on the terms of the agreement, the secondary course(s) may be used as a substitute for a specific college course(s) or as elective credits within the postsecondary curriculum. In either case, the student receives advanced standing which provides opportunities to decrease the number of credit hours required to complete the postsecondary program or to allow program enrichment.

B. **HOW TO OBTAIN ADVANCE STANDING**

Students wishing to have secondary coursework considered for Advanced Standing in a postsecondary program at Minnesota State College Southeast must complete the College application process. In addition, the student must submit the certificate of articulation or a copy of the certificate along with an official high school transcript. This transcript must reflect a minimum success rate of 75% in the articulated course in order to be considered for advanced placement which should translate to a "B" or "P" or better. Some articulation agreements may require an exit test to validate placement for Advance Standing. This exit test will be administered at the local high school to those students who qualify. Program admission will include review of articulated coursework for advanced standing.

C. **REVIEW**

This agreement will be reviewed and evaluated when there are any changes in curriculum, course outcomes/competencies, and instructors at either the postsecondary or secondary site.

D. **STUDENT AND PARENT INFORMATION**

The secondary and postsecondary participants will provide copies of catalogs, curriculums, application materials, and postsecondary participants will provide this articulation agreement to students and parents and will assist them with education planning and enrollment. In addition, the secondary school will identify students who are participating in advanced standing/articulated courses and will assist them with program planning and transition.

E. LIST OF COURSES ARTICULATED

<u>High School Course&amp;Number</u>	<u>College Course&amp;Number</u>	<u># of Credits</u>
# Health Care Core Curriculum #26		
& HLTH1000 Health Care Core Skills	HLTH1098 Nursing Assistant	3

Health Care Core Curriculum taught by the High School instructor with 7 modules, minimum 64 hours for 4 credits in addition to the Health Care Core Skills HLTH 1500 taught by the RN instructor for a minimum of 64 hours for 2 credits to include 40 hours of lab and 24 hours of clinicals combined will satisfy our Nursing Assistant HLTH1398 course work for 3 credits.

Students will still need to register for and pass the Nursing Assistant Test Out (NATO) for placement on the Nursing Assistant (NA) Registry with the State of Minnesota to get off our Health Care Checklist and apply for the Health Care Careers Pathway.

**Special Note:** If taking as PSEO in the high school, all students must meet PSEO eligibility guidelines.

SIGNATURES AND APPROVAL

MINNESOTA STATE COLLEGE SOUTHEAST

High School \_\_\_\_\_ ISD# \_\_\_\_\_

VP of Academic Affairs. MSCS \_\_\_\_\_ Date \_\_\_\_\_

Dean \_\_\_\_\_ Date \_\_\_\_\_

College Faculty \_\_\_\_\_ Date \_\_\_\_\_

Renee Lusa (Trainer) Dorothy Lusa (Trainer)  
High School Instructor \_\_\_\_\_ Date 1-17-18

High School Principal or Superintendent \_\_\_\_\_ Date 1/16/18

# *CERTIFICATE OF COMPLETION*

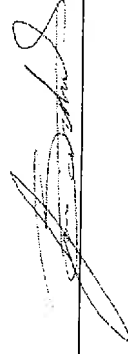
*This is to certify that*

*Has completed 7 Contact Hours*

*for*

**Healthcare Core Curriculum Educate the Educator**

*and is hereby awarded this certificate on \_\_\_\_\_*



*Jamie Barthel, Executive Director*

**Professional & Workforce Training**





*Protecting, Maintaining and Improving the Health of All Minnesotans*

January 8, 2020

Mr. Nate Walbruch, Coordinator  
Plainview-Elgin-Millville High School  
500 West Broadway  
Plainview, MN 55964

Dear Mr. Walbruch:

This is to inform you that approval is granted for Plainview-Elgin-Millville High School to conduct a 75 hour nursing assistant only training program using the Minnesota State Long Term Care Nursing Assistant curriculum.

Your approved clinical site is The Green Prairie Rehab Center.

Skills are to be taught from the Minnesota State Long Term Care Nursing Assistant curriculum and competency tested in lab and clinicals.

You have requested to drop the Minnesota State Health Care Core curriculum and replace it with the Minnesota State Long Term Care Nursing Assistant curriculum.

This approval will continue providing there are continuing indications of compliance with federal and state requirements. Any substantive changes in the program must be submitted for approval by the Minnesota Department of Health prior to implementation.

Your training program code has not changed, it remains **43745**.

If I can be of further assistance feel free to call me at (651) 201-4127.

Sincerely,

A handwritten signature in cursive script that reads 'Bonnie Wendt'.

---

Bonnie L. Wendt, RN  
Nursing Assistant Registry Coordinator



*Protecting, Maintaining and Improving the Health of All Minnesotans*

January 8, 2020

Mr. Nate Walbruch, Coordinator  
Plainview-Elgin-Millville High School  
500 West Broadway  
Plainview, MN 55964

Dear Mr. Walbruch:

Thank you for submitting the required documentation for the addition of an instructor in your nursing assistant training program.

Ashley Walbruch, RN meets federal requirements and will be added to your listing of approved instructors using the Minnesota State Long Term Care Nursing Assistant curriculum.

Please feel free to contact me at (651) 201-4127 if you have any questions.

Sincerely,

A handwritten signature in cursive script that reads 'Bonnie Wendt'.

Bonnie L. Wendt, RN  
Nursing Assistant Registry Coordinator  
Minnesota Department of Health  
Health Regulation Division  
P.O Box 64501  
St. Paul, MN 55164-0501  
Telephone: (651) 201-4127  
e-mail: [Bonnie.Wendt@state.mn.us](mailto:Bonnie.Wendt@state.mn.us)  
Fax: (651) 215-9697



**HCCC (Health Care Core Curriculum)**  
(Course #26 - sem)

CREDIT: .50

GRADE OFFERED: 11-12

PREREQUISITE: Must be age 16 prior to the start of the course if continuing on to the Pathway to CNA

DESCRIPTION: This class will cover topics critical to any student interested in a profession in the health care or human services fields. Units will include awareness & sensitivity, behaviors for success and communication in healthcare, ethics, legal issues, and respecting staff & client diversity. In this class we will cover healthcare safety & standard precautions. Classroom hours will be spent at PEM HS and clinical hours at Green Prairie Rehabilitation and Assisted Living. Completion of this course prepares students for the Certified Nursing Assistant test. Students are responsible for completing the certification test within four months of completing classroom and clinical hours. The cost of the test is \$175. **\*\* Articulation agreement with MN State College Southeast**

PROGRAM OF STUDY CAREER CLUSTER:

- Health Science
  - Human Services
- 

**HORTICULTURE**  
(Course #18 - sem)

CREDIT: .50

GRADE OFFERED: 10-12

PREREQUISITE: None

DESCRIPTION: A "hands-on" course, that will include such activities as propagating plants, designing flower arrangements, constructing corsages and boutonnieres, developing gardening techniques, and pruning trees or shrubs. Students will identify ornamental trees and shrubs, flowers, green plants and design and install a landscape. Students will develop and implement a plan to start a business or an organization, using their experience with the greenhouse. This elective course is an introduction to CIS Horticulture.

PROGRAM OF STUDY CAREER CLUSTER:

- Agriculture, Food & Natural Resources
  - Architecture & Construction
- 

**IT Exploration**  
(Course #14 - sem)

CREDIT: .50

GRADE OFFERED: 9-12

PREREQUISITE: None

DESCRIPTION: The IT Exploration course is for students interested in pursuing a career in the field of Information Technology. Students will be introduced to the different aspects of information technology to determine where their interests are. Students will complete assignments and projects in IT careers, digital media, hardware & operating systems, communications & networks, software development, databases, and new & emerging technologies.

PROGRAM OF STUDY CAREER CLUSTER:

- Arts, A/V Technology & Communications
  - Business, Management & Administration
  - Hospitality & Tourism
  - Information Technology
  - Marketing
  - Science, Technology, Engineering & Mathematics
-

employees individually or jointly with others or any sub PURCHASER in the performance of its obligations under this contract. This provision shall not apply to the following materials:

XIV. JURISDICTION AND VENUE: This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

XV. OTHER PROVISIONS:

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. PURCHASER:

PURCHASER certifies that he appropriate person(s) have executed the contract on behalf of the PURCHASER as required by application articles, by-laws, resolutions, or ordinances.

By (authorized signature)
Title
Date

By (authorized signature)
Title
Date

2. MINNESOTA STATE COLLEGES AND UNIVERSITIES  
Minnesota State College Southeast  
Continuing Education & Workforce Training