

"Imagine Possibilities"



El Centro College

Vocational Nursing

The El Centro College Vocational Nursing program is a 51-credit hour curriculum leading to a certificate of completion. A graduate of the program is eligible to take the NCLEX-PN examination to become a Licensed Vocational Nurse (LVN) within the guidelines set by the Texas Board of Nursing. The program is accredited by the National League for Nursing Accrediting Commission, 61 Broadway, 33rd floor, New York City, New York, 10006, (800) 669-1656 ext. 153 and approved by the Texas Board of Nursing, 333 Guadalupe Street, Suite 3-460, Austin, TX 78701.

Acceptance to the Vocational Nursing program is via a **competitive ranking process for selection** based on a points system awarded for designated criteria.

This information packet contains specific application guidelines and requirements. By submitting an application packet, an individual verifies that he/she has read the packet thoroughly and understands the policies and procedures for application and acceptance to the program.

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by the Dallas County Community College District without regard to race, color, age, national origin, religion, sex, disability, or sexual orientation.

APPLICATION REQUIREMENTS TO THE VOCATIONAL NURSING PROGRAM

Application to the Vocational Nursing Program requires the following steps:

- Graduation from high school or earn the General Education Diploma (GED).
- Application and current admission to a Dallas County Community College District (DCCCD) college.
- Completion of Texas Success Initiative (TSI) requirements as necessary.
- Completion of the three program prerequisite courses with a minimum cumulative grade point average of 3.0 or higher on those specific courses.
- Attendance at a Vocational Nursing program information session.
- Completion of designated sections of the HESI A² Test with a minimum score of 70% on each of the required sections.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

A. High School Graduation or GED Certificate

Applicants to the Vocational Nursing program must have previously graduated from high school or have completed the General Education Diploma (GED). Documentation of this requirement must be submitted with the application materials to the Vocational Nursing program.

- Revised 08/31/08 -

B. General Admission Requirements to the College

Applicants to the Vocational Nursing program must meet college admission requirements in the Dallas County Community College District as outlined in the official college catalog at <http://www.ElCentroCollege.edu>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements.

C. Texas Success Initiative (TSI) Requirements

The Texas Success Initiative (formerly TASP) is an assessment strategy in Texas public colleges and universities to evaluate a student's reading, writing, and math skills for registration advisement and placement into college-level courses. Students should consult the college counseling office to determine their TSI status and testing advisement as necessary prior to application to the Vocational Nursing program. For more information regarding TSI, please consult the official college catalog.

Potential applicants to the Vocational Nursing program must meet TSI requirements in order to apply to the program. If TSI testing indicates that developmental courses in reading, writing, and/or math are required to satisfy TSI requirements, the applicant must complete that remediation before applying to the Vocational Nursing program.

D. Program Information Sessions

Potential applicants are required to attend a Vocational Nursing information session where the program, application procedures, and acceptance policies are discussed in detail. Information sessions are held monthly at the El Centro campus. No reservation is necessary to attend. The Information Session schedule for the current semester is available in the El Centro College Health Occupations Admissions Office (Room P-101) at the Paramount Building (301 North Market), on our information line at 214-860-2272, menu item 3, and online at <http://www.ElCentroCollege.edu/Programs/HealthLegalStudies/InfoSessasp>.

E. Program Prerequisite Courses

Applicants must complete the following three (3) prerequisite courses with a minimum cumulative grade point average of 3.0 or higher to submit an application to the Vocational Nursing program:

| | | <u>Credit Hrs.</u> |
|------------|--|--------------------|
| SCIT 1407* | Applied Human Anatomy & Physiology I <u>OR</u> | 4 |
| BIOL 2401 | Anatomy & Physiology I | |
| ENGL 1301 | Composition I | 3 |
| SPCH 1311 | Introduction to Speech Communications <u>OR</u> | |
| SPCH 1315 | Fundamentals of Public Speaking | <u>3</u> |
| | | 10 |

* Science courses including SCIT 1407 and BIOL 2401 must be completed less than 5 years prior to program application. SCIT 1407 is not offered at Richland College. BIOL 1406 is the prerequisite for BIOL 2401.

Applicants must also achieve a cumulative GPA of 2.0 or better on a 4.0 system on all previous college coursework to be eligible for program application. Developmental course grades are not included in the cumulative GPA calculation.

F. HESI A² Test

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. Applicants to the Vocational Nursing program must earn **a minimum score of 70 or higher on each of the five required sections** (Reading Comprehension, Mathematics, Anatomy/Physiology, Grammar, and Vocabulary/General Knowledge) in order to submit an application packet. Test scores are valid for two years from the date of testing. Students are also encouraged to complete the Learning Styles and Personality Profile sections of the HESI A² for their personal review.

Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro, Brookhaven, Mountain View, and Northlake College campuses. The approximate cost of the HESI test at DCCCD campuses is \$25.00. **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. A valid photo ID such as a driver license or DCCCD student ID will be required to schedule your testing appointment and to test on your assigned date. **Applicants are responsible for obtaining their score sheets after completing the HESI test and submitting the score sheet with their nursing application materials.**

Students who wish to test at the El Centro College Assessment Center should 1) present the HESI referral form in this information packet to the El Centro cashier's office to pay the testing fee, and 2) make their testing appointment.

HESI A² Study Guide and Preparation Course

Prior to attempting the test, it is strongly recommended that applicants purchase the **HESI Admission Assessment study guide** and enroll in the **HESI Prep course**. The study guide (approximate cost \$30.00) is available online at <http://portals2.elsevier.com/portal/portal/hesi/ProductAction> and at various bookstores including the Follett Bookstore at the El Centro and Northlake College campuses. The HESI Prep course is offered through the Continuing Education Division at the El Centro campus only. Call 214-860-2147 for dates, times, and registration procedures for the HESI prep course. Please refer to the HESI A² supplement in the back of this packet for more information.

Retesting Procedure

There is no limit on the number of times an applicant may take the HESI A² test for application to the Vocational Nursing Program. If the applicant does not achieve the minimum required score of 70 on all five required sections of the HESI A² in their initial testing opportunity, they may retest on the section or sections they did not pass. While waiting to retest, the applicant is encouraged to complete suggested remediation to increase their chances of success on the retest opportunity. The applicant must pay an additional testing fee and make another appointment to test. The applicant must then submit the HESI score sheets from each testing attempt with their nursing application packet.

G. Vocational Nursing Application Packet Submission

Applicants must submit complete application materials to the El Centro College Health Occupations Admissions Office either in person or by mail on or before the application filing deadline. **Incomplete packets will not be considered in the selection process and will be returned to the applicant.**

The Vocational Nursing program application packet must be submitted in a 9x12 inch envelope and include the following items to be considered complete and valid:

1. A completed Vocational Nursing Program Application form and the signed Statement of Student's Responsibility form (both available only at the program information session).

2. Documentation of meeting TSI requirements or, if TSI exempt, minimum reading and writing placement test scores on an official transcript or a score sheet from the El Centro Assessment Center.
 3. One official transcript from *every college* previously attended other than DCCCD colleges. (A DCCCD transcript is no longer required; continuing education transcripts are not required.)
- **Separate official transcripts are required from each college attended** although that coursework may be printed on another transcript as transferred coursework.
 - **Students must submit a complete set of official transcripts to the Health Occupations Admissions Office with the nursing application packet materials** although they may have already submitted official transcripts to admissions/registrar offices at other DCCCD campuses including the El Centro campus.
 - Unofficial transcripts and grade printouts such as WebAdvisor, advising reports, e-mails from instructors, and other such documents are not accepted as official transcripts.
 - If a college will only release an official transcript directly to El Centro, **the student must request that the transcript be mailed to the Health Occupations Admissions Office.** Documentation verifying the date the student requested the transcript (such as a copy of a transcript order form) must be included with the rest of their application packet materials.

The applicant is wholly responsible for ensuring that transcripts which are to be sent directly to the Health Occupations Admissions Office are received before an application filing deadline.

- If a student is enrolled in support courses toward the nursing curriculum which can be completed before the next application filing deadline, the student should not submit their application packet until the course grades are posted to an official transcript. Once a complete and valid application packet is submitted during a filing period, additional materials including updated transcripts cannot be added to the packet for that filing period.
4. A photocopied catalog course description for each course taken outside the Dallas County Community College District which applies to the nursing curriculum (prerequisite courses and/or general studies courses) and for which the student seeks transfer credit.

The course numbers on catalog course descriptions must match those on the transcript. Course descriptions should be marked on the photocopy. **Do not mark or highlight courses on official transcripts.** Course descriptions are not required for courses completed at a DCCCD campus.
 5. The HESI A² score sheet(s) indicating achievement of **a minimum score of 70 or higher on each of the five required sections.**
 6. The completed Physical Examination and Immunizations Record form (from this information packet) with documented immunizations recorded on or attached to the physical form. See the Addendum in the back of this information packet for specific guidelines.
 7. A photocopy of the applicant's current "Healthcare Provider" level CPR card. The expiration date of the card must not occur before the end of the first semester of potential entry to a Health Occupations program. See item 6 under the General Information section of this information packet for CPR details.
 8. If applicable, a photocopy of a certification/licensure if applicant is a healthcare provider such as a C.N.A., Paramedic, etc., and documentation from a current or past employer that the applicant is or has worked in that healthcare field. (See Section G for a complete list of qualifying certifications.)
 9. A photocopy of the student's high school diploma, high school transcript, or GED certificate.

H. Application Filing Period

There is one official filing period per calendar year for entry into the Vocational Nursing program. *NOTE: Early submission of an application during a specific filing period does not influence ranking for admission.*

Official application filing period for fall semester (late August) admission:

January 1 – May 31

Notification letters are mailed by July 1st.

Complete application packets may be presented in person at the Health Occupations Admissions Office only during regular hours of operation. An application packet may also be mailed providing it is postmarked no later than an application filing deadline date.

NOTE: In the event that the last day of a filing period falls on a holiday or a Sunday when the campus is closed or when the post office does not postmark mail, complete application packets may be presented to the El Centro College Health Occupations Admissions Office *in person by noon on the next regular business day.*

When submitting your application by mail, address your envelope containing complete application materials to:

Kanora Jackson, Vocational Nursing
Health Occupations Admissions
El Centro College
801 Main Street
Dallas, Texas 75202-3604

When submitting your application in person, bring your envelope containing complete application materials to the:

Kanora Jackson, Vocational Nursing
Health Occupations Admissions Office Room P-101
Center for Allied Health and Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

Late Application Guidelines

In the rare event that all individuals on the ranked list for a specific application filing period are accepted and space still remains in that nursing class, applications may be submitted during the late application filing period below:

Late filing for Fall semester admission (*if necessary*):

June 1 – July 15

NOTE: *Only applicants who are being offered a late space will be notified via email. If an individual is not accepted for a late space, the application materials will be returned to the applicant for future submission. It should not be assumed that late applications will be necessary for every fall Vocational Nursing class.*

H. Selection Process

Applicants are ranked for acceptance selection via a point award system*. Point award totals for applicants may range from a minimum of 3 points to a maximum of 12.5 points on the designated criteria below:

| <i>POINT AWARD CRITERIA</i> | <i>POTENTIAL POINTS PER CRITERIA</i> |
|--|---|
| Prerequisite Course Cumulative GPA (3.0 minimum required) (ENGL 1301, SPCH 1311 or 1315, and SCIT 1407 or BIOL 2401) | 6 |
| 3.0 – 3.4 | 2 points |
| 3.5 – 3.9 | 4 points |
| 4.0 | 6 points |
| Support Courses completed with a minimum grade of “C” (0.5 point per each course below) | 1.5 |
| SCIT 1408 or BIOL 2402 HPRS 1204 HPRS 2300 | |
| IMPORTANT NOTE: HPRS 1204 must be completed at El Centro or Northlake College. | |
| HESI A² Test – Cumulative score on the five required sections (minimum score of 70 or above required on each section) | 3 |
| 450 – 500 | 3 points |
| 400 – 449 | 2 points |
| 350 – 399 | 1 point |
| Health Related Education/Certification - Maximum 2 points Examples include but are not limited to those listed below: ** | 2 |
| Certified Nurse Aide (CNA) Home Health Aide (HHA) Medical Assistant (CMA) Medication Aide Patient Care Technician (PCT) EMT or Paramedic Pharmacy Technician Psychiatric Technician Completion of a least 1 semester of a Vocational Nursing or Registered Nursing program with a grade of at least “C” in all courses and completed No earlier than one calendar year prior to application to the Vocational Nursing program | |
| MAXIMUM TOTAL POINTS | 12.5 |

* In the event that two or more applicants with the same point total, the cumulative score on the HESI A² will be used to break the tie.

** Contact the Vocational Nursing Program Coordinator for approval of other allied health field certifications.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF RANKING PROCESS

| | Cumulative HESI A ² Scores on all 5 sections (max 3 pts.) | Prerequisite Course GPA (max. 6 pts.) | Support Courses (0.5 pts. each) | Previous Patient Care Experience (max. 2 pts.) | Total Points (max. 12.5 pts.) | Cumulative HESI A ² Scores on all 5 sections |
|--------------|--|---------------------------------------|---------------------------------|--|-------------------------------|---|
| Applicant #1 | 467 = 3 pts. | 4.00 = 6 pts. | 3 x .5 = 1.5 pts. | EMT = 2 pts. | 12.5 | 467 |
| Applicant #2 | 459 = 3 pts. | 4.00 = 6 pts. | 2 x .5 = 1 pt. | None = 0 pts. | 10.0 | 459 |
| Applicant #3 | 446 = 2 pts. | 3.70 = 4 pts. | 3 x .5 = 1.5 pts. | Med Aide = 2 pts. | 9.5 | 446 |
| Applicant #4 | 453 = 3 pts. | 3.40 = 2 pts. | 3 x .5 = 1.5 pts. | CNA = 2 pts. | 8.5 | 453 |
| Applicant #5 | 475 = 3 pts. | 3.70 = 4 pts. | 2 x .5 = 1.0 pts. | None = 0 pts. | 8.0 | 475 |
| Applicant #6 | 410 = 2 pts. | 3.20 = 2 pts. | 3 x .05 = 1.5 pts. | Paramedic = 2 pts. | 7.5 | 410 |
| Applicant #7 | 381 = 1 pt. | 4.00 = 6 pts. | 1 x .5 = 0.5 pts. | None = 0 pts. | 7.5 | 381 |

You will see in the above table, the shaded columns reflect the point total calculation and the final tie breaker which is the combined NET reading and math scores.

For example, Applicant #1 has a cumulative HESI A² score of 467 on all five sections combined, has a 4.00 prerequisite GPA, completed all three of the support courses from the Vocational Nursing curriculum with a “C” or better in each, and is an Emergency Medical Technical (EMT) for a point total of 12.5. You will note that Applicants #6 and #7 have the same final point total of 7.5; however, Applicant #6 has a higher combined HESI A² score of 410 as opposed to Applicant #7’s combined HESI A² score of 381 which breaks the tie between them. Therefore, if there were six spaces in the Vocational Nursing program, Applicants 1-6 would be accepted to the program.

Using the above process, a ranked list is generated from those applications received during the official filing period and both acceptance and non-acceptance notification letters are mailed out. A student who applies during the official filing period and who receives an acceptance letter is required to return a confirmation form within a specified timeframe to verify their space in the class.

Applications submitted during the official filing period are not “held over” to the next year’s official filing period. Students who are not selected for admission the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet by a specified date to reapply during the next application filing period.

J. Educational Planning

The Health Occupations Admissions Office informs potential applicants of program admission requirements; however, individuals who have not yet applied or been accepted to a Health Occupations program are considered generic students and must follow general advisement and registration procedures through the Counseling Centers at Dallas County Community College District campuses.

Initial Advisement

Students who are new to the college experience or who need assistance with placement testing, TSI issues, and registration for prerequisite courses must consult an academic advisor in the College Counseling Center. The student who has not completed college coursework may request a general Associate Degree plan from the Counseling Center as a starting point toward application to a Health Occupations.

Transfer Course Evaluation / Educational Plan

Students presenting coursework completed outside the Dallas County Community College District for transfer as prerequisite or general support courses for a Health Occupations program should request an Educational Plan which will serve as an evaluation of their previous coursework. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.** To request an Educational Plan, the student must present the following materials to the Health Occupations Admissions Office at El Centro College:

- An Educational Plan request form available in the back of this information packet, at www.ElCentroCollege.edu/Programs/HealthLegalStudies/HealthOccAdmissions.htm, and in the Health Occupations Admissions Office.
- All official college transcripts (a DCCCD transcript is not required);
- A catalog course description taken from that college's catalog for each course to be reviewed for evaluation (course descriptions numbers must match those on the transcript; course descriptions are not necessary for DCCCD courses).

The courses will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary "degree plan" for student advisement, financial aid, and VA benefit purposes.

Five-Year Time Limit

All science coursework (anatomy/physiology) must have been completed less than five years prior to application to a Health Occupations program. If an individual has **current** experience utilizing their related science knowledge or has completed **advanced courses** in a related science area, the student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review or in conjunction with an educational plan request. **NOTE:** In order for a science course taken outside the DCCCD to be considered for a five-year time limit waiver, the course must first be approved for transferability.

In addition to an official transcript and a catalog course description for each course to be reviewed, the following materials must also be submitted:

- A letter from the student indicating 1) the Health Occupation program they intend to enter, and 2) specifically how they are currently utilizing the science knowledge (employed in a healthcare field, advanced degree, etc.);
- If the student is employed in a healthcare field, a letter from the student's supervisor with duties outlined in specific detail.

If approved, a five-year time limit request is valid only for the current application filing period. In the event that the five-year time limit waiver is denied, the student may pursue credit for SCIT 1407 and/or SCIT 1408 through a departmental exam at the El Centro campus. To determine eligibility to challenge the departmental exams, the student should contact the Arts and Sciences Division at 214-860-2193. The student must be enrolled at the El Centro campus to request the departmental exam. If successful on the exam, the credit is awarded as a letter grade.

Coursework Completed Outside the United States

Transfer consideration for coursework completed at colleges or universities outside the United States is limited to college algebra and science courses (anatomy, physiology, and microbiology). No other courses will be considered. Science courses must be within the five-year time limit. Presentation of these materials does not guarantee that transfer credit will be granted toward a Health Occupations program. All expenses for the evaluation and translation of foreign transcripts are the student's responsibility. The following materials must be presented to the Health Occupations Admissions Office at El Centro College:

- Official college transcripts with English translation (if applicable);
- Complete evaluation of foreign transcripts from an approved evaluation agency (a list of approved evaluation agencies is available at all DCCCD Registrar Offices or online at <http://www.dcccd.edu/Employees/Departments/EA/TS/UTG/Foreign+Credential+Evaluators.htm>);
- A photocopy of the catalog course description or syllabus of the course.

Special Note Regarding Evaluation of Coursework, Educational Plans, Review of Out of Country Coursework, and Five Year Time Limit Waiver Petitions

These evaluations are usually completed within 10-14 working days. **During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take as long as 30 days for review. Therefore, it is to the applicant's advantage to request any course evaluation, Educational Plan or five year waiver petition at their earliest convenience prior to application to the program.** *The El Centro College Health Occupations Admissions Office and the Health/Legal and Continuing/Workforce Education Division reserves the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward Health Occupations programs.*

Advanced Placement Credit, CLEP, and Credit by Examination

Advanced Placement ("AP") credit for ENGL 1301 is acceptable if the credit appears on a college transcript as ENGL 1301 equivalency. AP credit is awarded as "CR" credit in the Vocational Nursing degree plan and does not count toward grade point average calculation.

The DCCCD does not offer the CLEP test for ENGL 1301. However, a departmental exam at El Centro College may be available. To determine eligibility for the ENGL 1301 departmental exam, contact the Communications/Math/Developmental Studies Division at 214-860-2247 for more information.

NOTE: A student may present AP credit, CLEP, or departmental exam test result for only one of the three prerequisite courses and one support course when applying to the Vocational Nursing program.

Support Courses

Students are encouraged to complete the general education support courses included in the Vocational Nursing curriculum (SCIT 1408, HPRS 1204, and HPRS 2300) prior to entrance into the Vocational Nursing program, particularly if the student plans to work while enrolled or has significant family responsibilities.

CURRICULUM OVERVIEW – VOCATIONAL NURSING PROGRAM

| PREREQUISITES | | | Lec Hrs | Lab Hrs | Ext Hrs | Cont Hrs | Cr Hrs |
|--|---|-----------|------------|------------|------------|-------------|-----------|
| SCIT 1407* | Applied Human Anatomy & Physiology I | <u>OR</u> | 3 | 3 | 0 | 96 | 4 |
| BIOL 2401 | Human Anatomy & Physiology I | | | | | | |
| ENGL 1301 | Composition I | | 3 | 0 | 0 | 48 | 3 |
| SPCH 1311 ** | Introduction to Speech Communications | | <u>3</u> | <u>0</u> | <u>0</u> | <u>48</u> | <u>3</u> |
| TOTAL HOURS PREREQUISITES | | | 9 | 3 | 0 | 192 | 10 |
| <u>SEMESTER I - Fall</u> | | | | | | | |
| HPRS 1204 | Basic Health Professions Skills I | | 1 | 3 | 0 | 64 | 2 |
| VNSG 1509 | Nursing in Health and Illness II | | 4 | 3 | 0 | 112 | 5 |
| VNSG 1204+ | Foundations of Nursing | | 2 | 0 | 0 | 32 | 2 |
| VNSG 1327 | Essentials of Medical Administration | | 2 | 3 | 0 | 80 | 3 |
| VNSG 1360 | Clinical – Licensed Vocational Nurse Training | | <u>0</u> | <u>0</u> | <u>9</u> | <u>144</u> | <u>3</u> |
| TOTAL SEMESTER I CREDIT HOURS | | | 9 | 9 | 9 | 432 | 15 |
| <u>SEMESTER II – Spring</u> | | | | | | | |
| SCIT 1408* | Applied Human Anatomy & Physiology II | <u>OR</u> | 3 | 3 | 0 | 96 | 4 |
| BIOL 2401 | Human Anatomy & Physiology I | | | | | | |
| HPRS 2300++ | Pharmacology for Health Professions | | 3 | 0 | 0 | 48 | 3 |
| VNSG 1510 | Nursing in Health and Illness III | | 4 | 3 | 0 | 112 | 5 |
| VNSG 1138 | Mental Illness | | 1 | 0 | 0 | 16 | 1 |
| VNSG 2460 | Clinical – Licensed Vocational Nurse Training | | <u>0</u> | <u>0</u> | <u>24</u> | <u>384</u> | <u>4</u> |
| TOTAL SEMESTER II CREDIT HOURS | | | 11 | 6 | 24 | 656 | 17 |
| <u>SEMESTER III – Summer I</u> | | | | | | | |
| VNSG 1306 | Maternal/Newborn Nursing | | 3 | 0 | 0 | 48 | 3 |
| VNSG 2161 | Clinical – Licensed Vocational Nurse Training | | <u>0</u> | <u>0</u> | <u>3</u> | <u>48</u> | <u>1</u> |
| TOTAL SEMESTER III CREDIT HOURS | | | 3 | 0 | 3 | 96 | 4 |
| <u>SEMESTER IV – Summer II</u> | | | | | | | |
| VNSG 1334 | Pediatrics | | 3 | 0 | 0 | 48 | 3 |
| VNSG 2162 | Clinical – Licensed Vocational Nurse Training | | 0 | 0 | 3 | 48 | 1 |
| VNSG 2163# | Clinical – Licensed Vocational Nurse Training | | <u>0</u> | <u>0</u> | <u>3</u> | <u>48</u> | <u>1</u> |
| TOTAL SEMESTER III CREDIT HOURS | | | 3 | 0 | 6 | 144 | 5 |
| TOTAL PROGRAM HOURS = | | | 35 | 18 | 42 | 1520 | 51 |

* BIOL 2401/2402 accepted for SCIT 1407/1408 up to five-year time limit. BIOL 1408 recommended prior to SCIT 1407 if no previous high school biology. BIOL 1406 is the required prerequisite for BIOL 2401. Science courses and HPRS 2300 – Pharmacology* must have been completed less than five years prior to program application.

** Although SPCH 1311 is the preferred course, SPCH 1315 – Fundamentals of Public Speaking is also accepted.

+ VNSG 1204 – Foundations of Nursing is offered online via the Internet only.

++ SCIT 1407 or BIOL 2401 is the prerequisite for HPRS 2300

VNSG 2163 – Clinical – Licensed Vocational Nurse Training is the Capstone experience for the Vocational Nursing program.

A minimum grade of “C” is required in all courses.

GENERAL INFORMATION

1. The Vocational Nursing program accepts one class of 30 students each fall semester. The El Centro College Health/Legal and Continuing/Workforce Education Division reserves the right to make changes in program enrollment capacity.
2. The Vocational Nursing courses are offered during daytime hours only. Vocational Nursing courses are completed in two, 16-week academic semesters (one fall and one spring semester) and two, 5-week summer semesters. Each course involves 28-35 hours of class and clinical experience per week. A student should plan to spend 2-3 hours of additional study and preparation time for each hour of class and clinical experience. The demands of the Vocational Nursing program courses suggest that a student may not be able to work full-time while enrolled in the program.
3. The Vocational Nursing program's clinical experience requires that students be physically able to care for sick patients. This involves lifting, moving, bathing, and transferring patients into and out of bed. Students will be exposed to patients with infectious diseases.
4. Students are encouraged to take the required general education support courses (SCIT 1408, HPRS 1204, and HPRS 2300) prior to entrance into the Vocational Nursing program, particularly if the student works or has significant family responsibilities. Many students find that completing the support courses first enables them to complete the program successfully while maintaining other responsibilities.
5. All nursing applicants must comply with physical examination and immunization requirements and **submit the documentation with application materials** according to the guidelines in the Addendum of this information packet. **Physical examination forms and immunization records become the property of the Health Occupations Admissions Office and will not be returned or photocopied for the student; therefore, the student is instructed to retain a copy of these documents for their personal records.**
6. All nursing applicants must be certified in cardiopulmonary resuscitation (CPR) at the "Healthcare Provider" level as designated by the American Heart Association. **A copy of the CPR card is submitted with nursing application materials.** CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc.
7. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room CM-60, telephone 214-860-2090) regarding eligibility to apply for a Social Security number before graduation from the program. **A Social Security number is required to take the NLCEX-PN licensure examination.**
8. Many of the nursing prerequisite and support courses are offered online. Students without prior experience with Internet courses should take the Readiness for Education at a Distance Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://ecc.readi.info> and log in as a New User. The current User Name is ECCFall2008 on the pull-down menu and the Password is student.
9. *Criminal Background Check / Drug Screening*

Effective August 2001 all students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$85.00) for these screenings. This procedure is conducted *after* a student has been accepted to their respective program. Results of these screenings are forwarded to the El Centro College Health/Legal/Distance and Continuing/Workforce Education Division for review and verification that a student is eligible to attend clinical rotation.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student's expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student's immediate expulsion from the clinical facility. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: *Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Health Occupations program.*

DRUG SCREEN:

The drug screen follows National Institute on Drug Abuse (NIDA) guidelines and screens for ten (10) substances as designated in the Substance Abuse Panel 10 ("SAP 10").

These substances are:

| | |
|-----------------------|------------------|
| Amphetamines | Methadone |
| Barbiturates | Methaqualonedone |
| Benzodiazepines | Opiates |
| Cocaine Metabolites | Phencyclidine |
| Marijuana Metabolites | Propoxyphene |

SAP 10 test results which fall outside of any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a Gas Chromatography Mass Spectrometry (GCMS) method. If these results remain positive, the test results are sent to a Medical Review Officer ("MRO") which will entail an additional cost of \$25.00-75.00 to the student. The MRO will then contact the student to determine if there is a valid prescription for the drug in question. If a valid prescription exists and is verified, the test result will be deemed to the negative and acceptable.

CRIMINAL BACKGROUND CHECK:

The criminal background check reviews a person's criminal history seven (7) years previous to the data of program application. The check will include all cities and counties of the person's residency during that time period. The following histories will disqualify an individual from consideration for a clinical rotation:

- Felony convictions;
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse);
- Misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.);
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances;
- Registered sex offenders.

EXCEPTIONS:

If a licensing/registry body (i.e. Texas Board of Nursing) approves the individual to take the licensing/credentialing exam, the individual may participate in the clinical rotation.

The College may request an exception from the first clinical agency for a student with a felony deferred adjudication and no alternate recourse through a licensing/registry authority is necessary. Following approval from the first clinical agency, the student may progress as stated above.

For more information regarding the criminal background check and drug testing requirements, please contact Ms. Joan Becker, Director of Nursing at 972-860-5098 or Suriya Sherriff-Edwards, Health and Legal Studies Coordinator at 972-860-5095.

10. Potential applicants to the Vocational Nursing Program must be familiar with the licensure eligibility guidelines set forth by the Board of Nurse Examiners for the State of Texas. Those guidelines are available as a handout in program information sessions.
11. Many hospital clinical sites require students to provide documentation of personal healthcare insurance. Therefore, prospective students are advised to secure their own coverage. Information on college student policies and rates can be found at:

<https://www.1.dcccd.edu/cat0608/ss/sd/insurance.dfm>.

12. Effective Fall 2005, Dallas County Community Colleges will charge a higher tuition rate for courses in which a student registers for the third or more times. The “Third Attempt” policy includes courses taken at any of the Dallas County Community Colleges since Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the DCCCD “Third Attempt” policy, please visit the following website:

<http://www.dcccd.edu/ThirdCourseAttempt>

13. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins. (Exception: An individual may apply to the Medical Laboratory Technology and Biotechnology programs in tandem to complete that dual degree.)

14. Students are responsible for their own transportation arrangements to campus and to their assigned health care facilities for clinical experience. Clinical assignments vary from among the facilities listed below; other clinical affiliates may be assigned:

City of Dallas Health Clinics
Dallas Regional Medical Center at Galloway
Methodist Charlton Medical Center

Methodist Dallas Medical Center
Texas Scottish Rite Hospital
Veteran’s Affairs Medical Center

15. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the Cashier’s Office for details.
16. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at <https://www.1.dcccd.edu/6drop>.

17. Financial Aid

Students should contact the Financial Aid Office for application forms, filing procedures and deadlines. A number of area hospitals offer financial assistance to students pursuing healthcare careers. For a listing of those hospitals with contact information, application procedures, etc., please contact the Dallas/Fort Worth Hospital Council at 972-719-4900 to obtain their “scholarship booklet.” The Health/Legal Studies Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact Suriya Sheriff-Edwards at 972-860-5095 for more information.

18. Please visit the website below for links to professional organizations and other information regarding the Vocational Nursing profession.

http://www.ElCentroCollege.edu/HealthCareers/VocNurs/vo_nurs_links.htm

19. Please contact the individuals below for assistance:

Una Gordon, Program Coordinator
Vocational Nursing Program
Health/Legal Studies Division
El Centro College/Paramount
301 North Market Street
Dallas, TX 75202
Telephone: 972-860-5041
E-mail: UGordon@dcccd.edu

Al Tolentino, Liaison Counselor
Health/Legal Studies Division
Room P-304
El Centro College/Paramount
301 North Market Street
Dallas, TX 75202
Telephone: 972-860-5045
E-mail: ATolentino@dcccd.edu

Kanora Jackson, Vocational Nursing
Health Occupations Admissions Office
Room P-101
El Centro College/Paramount
301 North Market Street
Dallas Tx 75202
Telephone: 972-860-5004
E-mail: K.Jackson@dcccd.edu

Gary Peschka
Health Occupations Faculty Advisor
Health/Legal Studies Division
El Centro/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5037
E-mail: GPeschka@dcccd.edu

The official mailing address for all application materials, transcripts, and correspondence is:

Kanora Jackson
Health Occupations – Vocational Nursing
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Program guidelines are subject to change. Students are advised to obtain the latest program information packet from the El Centro College Health Occupations Admissions Office or the printable information packet on the website below.

Visit the Vocational Nursing Program webpage at
www.ElCentroCollege.edu/VocationalNursing

Health Occupations webpage: www.ElCentroCollege.edu/HealthCareers

Health Occupations Admissions Office webpage: www.ElCentroCollege.edu/HealthOccAdmissions

ESTIMATED EXPENSES FOR THE VOCATIONAL NURSING PROGRAM *

| | <u>Dallas County Resident</u> | <u>Out of County Resident</u> | <u>Out of State/ Country Resident</u> |
|--|-----------------------------------|-----------------------------------|---|
| PREREQUISITE COURSES | | | |
| Tuition (10 credit hours) | \$ 410.00 | \$ 760.00 | \$ 1,210.00 |
| Textbooks | 600.00 | 600.00 | 600.00 |
| HESI A ² Test | 25.00 | 25.00 | 25.00 |
| CPR Certification ** | 65.00 | 65.00 | 65.00 |
| Physical Exam and Immunizations ** | <u>225.00</u> | <u>225.00</u> | <u>225.00</u> |
| Total | \$ 1,325.00 | \$ 1,675.00 | \$ 2,125.00 |
| SEMESTER I – Fall Semester | | | |
| Tuition (15 credit hours) | \$ 615.00 | \$ 1,140.00 | \$ 1,815.00 |
| VNSG Textbooks | 392.00 | 392.00 | 392.00 |
| HPRS 1204 Textbooks/Lab Pac | 138.00 | 138.00 | 138.00 |
| VNSG Lab Pac | 72.00 | 72.00 | 72.00 |
| Professional Liability Insurance | 18.13 | 18.13 | 18.13 |
| Testing Fee | 140.00 | 140.00 | 140.00 |
| Uniforms (2 uniforms recommended) | 125.00 | 125.00 | 125.00 |
| Lab Coat | 25.00 | 25.00 | 25.00 |
| Name Tag (2) | 12.00 | 12.00 | 12.00 |
| Shoes | 60.00 | 60.00 | 60.00 |
| Bandage scissors | 8.00 | 8.00 | 8.00 |
| Stethoscope | 35.00 | 35.00 | 35.00 |
| Watch with second hand | 40.00 | 40.00 | 40.00 |
| Uniform patches (one per uniform and lab coat) | 24.00 | 24.00 | 24.00 |
| Background Check/Drug Testing | <u>84.00</u> | <u>84.00</u> | <u>84.00</u> |
| Total | \$ 1,788.13 | \$ 2,313.13 | \$ 2,988.13 |
| SEMESTER II – Spring | | | |
| Tuition (17 credit hours) | \$ 697.00 | \$ 1,292.00 | \$ 2,057.00 |
| Textbooks | 98.00 | 98.00 | 98.00 |
| Testing Fee | <u>116.00</u> | <u>116.00</u> | <u>116.00</u> |
| Total | \$ 911.00 | \$ 1,506.00 | \$ 2,271.00 |
| SEMESTER III – Summer I | | | |
| Tuition (4 credit hours) | \$ 164.00 | \$ 304.00 | \$ 484.00 |
| Textbooks | <u>70.00</u> | <u>70.00</u> | <u>70.00</u> |
| Total | \$ 234.00 | \$ 374.00 | \$ 554.00 |
| SEMESTER IV – Summer II | | | |
| Tuition (5 credit hours) | \$ 205.00 | \$ 380.00 | \$ 605.00 |
| Textbooks | 70.00 | 70.00 | 70.00 |
| State Board Application (NCLEX-PN forms) | 340.00 | 339.00 | 339.00 |
| Nurse Pin | <u>30.00</u> | <u>30.00</u> | <u>30.00</u> |
| Total | \$ 645.00 | \$ 820.00 | \$ 1,045.00 |
| TOTAL ESTIMATED PROGRAM EXPENSE | \$ 4,928.13 | \$ 6,683.13 | \$ 8,948.13 |

* Tuition reflects increase effective Spring 2009 semester. Tuition and other fees are subject to change. See official catalog for tuition table.

** Estimated cost of physical exam and immunization prices charged at the El Centro College Health Center.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Transportation and Parking Fees to El Centro and hospital clinical sites.

HESI A² Admissions Assessment Exam

There are five (5) basic questions that come to mind when students ask about the A² exam; who, what, when, where and why?

◆ **WHO** takes the A² exam?

New students that are applying to the following program:

- Associate Degree Nursing (including Distance Learning)
- LVN to RN Advanced Placement “Bridge”
- Allied Health Programs:
 - Diagnostic Medical Sonography
 - Echocardiology Technology
 - Invasive Cardiovascular Technology
 - Magnetic Resonance Imaging (MRI)
 - Radiologic Technology
 - Vocational Nursing



◆ **WHAT** is the A² exam?

The A² exam is a standardized test to assess basic academic skills students will need to succeed in selected Health Occupation Programs.

Students will be tested over the following five (5) categories:

- ✓ Grammar
- ✓ Reading
- ✓ Vocabulary/General Knowledge
- ✓ Math
- ✓ Anatomy and Physiology (not required for the Diagnostic Medical Sonography, Echocardiology or Radiologic Technology programs)

◆ **WHEN** can a student take the A² exam?

A student can take the A² exam once a testing referral has been obtained.

Note: Students are strongly encouraged to complete the following courses before taking the A²:

- English Composition I (ENGL 1301)
- College Algebra (MATH 1314)
- Anatomy & Physiology I (SCIT 1407 or BIOL 2401)

◆ **WHERE** can I go to take the A² exam?

A student may take the A² at any testing site including the Assessment Centers at El Centro, Northlake, Brookhaven, and Mountain View Colleges.

◆ **WHY** is the test required?

Based on research findings, a student's HESI A² test scores suggest their basic skill proficiency and may be a more accurate indicator of their potential classroom success in a Health Occupations program.

Please see the next page for frequently asked questions regarding the HESI A² exam.



Frequently Asked Questions Regarding the HESI A² Exam

Question: I'm currently not a student of the Dallas County Community College District. Will this keep me from taking the A² exam at El Centro College?

Answer: If you plan to take the HESI test at a DCCCD campus, you should make application to a DCCCD college before making your appointment.

Question: When will the A² exam be offered?

Answer: Test dates and times vary among testing sites. Dates and times available at the El Centro campus are found at <http://www.elcentrocollege.edu/studentervices/AssessmentCenter/default.asp>.

Question: Will a student need a referral to take the A² exam? What will I need to bring with me in order to get the referral?

Answer: This procedure varies among testing sites. To obtain a referral and to test, you usually must present a current DCCCD student I.D. **or** other picture I.D. such as a driver license.

Question: Where can I obtain a referral form?

Answer: The referral to test at El Centro is found in this information packet. Check with other testing sites for referral forms.

Question: Will there be a study guide available for the A² exam?

Answer: Yes, the study guide is called, "Admission Assessment Study Guide" by HESI and the cost is \$25. This study guide can be ordered from the HESI website <http://www.hesitest.com> or obtained from the Follett Bookstores at the El Centro and Northlake campuses. If obtained at the bookstore the price is subject to change.

Question: What score must I earn to pass the test?

Answer: Each program has established a minimum passing score for their particular program. Please refer to the specific Health Occupations information packet.

Question: Is the A² exam a timed test and will the scores be available once the test is over?

Answer: Yes. Generally students take 3-4 hours to complete all five (5) sections of the A² test. Once the test is complete students will receive a computerized print out of their test scores. Students are responsible for obtaining their own score sheet(s).

Question: Will there be an expiration date on the A² scores?

Answer: Yes, the A² test scores will only be valid for two (2) years from the initial test date.

Question: If a student doesn't pass all sections of the A² exam can they retest?

Answer: Yes, please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

Question: Does the student have to retake the entire test or only the sections they didn't pass?

Answer: Please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

ADDENDUM

PHYSICAL EXAMINATION AND IMMUNIZATION RECORDS

In order to comply with the Texas Administrative Code (Title 25 Health Services, Rules 97.61-97.72) regarding immunization records for students enrolled in health-related programs, the following guidelines are now in force for applicants to El Centro College Health Occupations programs. Health Occupations program applicants must present the following documentation with their application materials:

I. Physical Examination and Immunization Record Form

A physical examination and immunization record form is included with each program information packet. The completed physical form verified by a physician or nurse practitioner will document:

- the applicant's physical examination results which must be dated less than nine (9) months prior to the applicant's anticipated entry to the health occupations program; and,
- the date of each required immunization and/or date of a positive titer result for each.

NOTE: If immunization records have been recorded on separate documentation such as a hospital printout, health department card, office call invoice, etc., a clear photocopy of that documentation may be attached to the Physical Examination and Immunization Record form.

A. Physical Examination

The physical examination form must be completed by a physician or nurse practitioner and must document the applicant's medical history, health questionnaire, and results of a physical examination.

B. Tuberculosis Screening

An intradermal PPD (Mantoux) "skin" test is required for all applicants. The PPD must be current within nine (9) months of the applicant's anticipated entry into a health occupations program. When accepted to a health occupations program, a student must repeat the PPD every twelve (12) months for the duration of his/her enrollment in the program.

If the PPD indicates a positive reaction, documentation must indicate the induration of the test site and the applicant must also obtain a chest x-ray verifying the absence of active disease. The chest x-ray must be current within one year of program entry. The chest x-ray will then be valid for two (2) years while the student is enrolled in the program. Individuals who have received the BCG injection or who have a history of tuberculosis or positive PPD result should obtain a chest x-ray rather than the PPD.

C. Immunizations

An applicant must have completed the following immunizations according to the indicated guidelines and schedules. Documentation of a titer (blood test) *with specific lab values* verifying immunity or seropositivity is also acceptable for Measles, Mumps, Rubella, Varicella and Hepatitis B.

1. Measles – Two (2) doses of measles vaccine is required either in a separate injection or in combination with mumps and rubella ("MMR"). Both measles immunizations must have been received after January 1, 1968. Individuals who were born prior to 01/01/57 are exempt from the measles immunization requirements.
2. Mumps – One (1) dose of mumps vaccine is required either in a separate injection or in combination with measles and rubella ("MMR"). Individuals who were born prior to 01/01/57 are exempt from the mumps immunization requirement.
3. Rubella – One (1) dose of rubella vaccine is required either in a separate injection or in combination with measles and mumps ("MMR"). Individuals born prior to 01/01/57 ***are not*** exempt from the rubella immunization requirement.
4. Tetanus/diphtheria – One (1) dose of T/d is required within the past ten (10) years.
5. Varicella (chickenpox) – Two (2) doses of varicella vaccine are required. However, if one dose was received before the age of 13, only one dose is required. Individuals who have a history of varicella disease may present a ***notarized statement*** signed by his/her parent or guardian or date of disease documented by a physician or school nurse as verification of varicella immunity.

6. Hepatitis B series – Three (3) doses of Hepatitis B vaccine are required per the timetable below:

Initial dose
2nd dose one month after the initial dose
3rd dose five months after the second dose

If an applicant fails to adhere to the above schedule, the series must be repeated with a first dose.

NOTE: If an individual has received the first two Hepatitis B injections with the third and final injection scheduled after an application filing deadline, the individual may submit their application materials, including the physical exam form and all other immunizations provided the third injection is completed on schedule with documentation forwarded immediately to the Health Occupations Admissions Office.

II. Exceptions

Exceptions from meeting certain immunizations requirements are allowed for such circumstances as medical conditions (i.e. pregnancy), religious beliefs, etc. Applicants must present documentation as indicated below. Requests for exceptions are reviewed on an individual basis.

A. Medical Exceptions

The applicant must present a statement signed by their physician with personal knowledge of the applicant's medical history. The statement must indicate in detail that a specific vaccine poses a significant health risk to the individual. If the statement requests exemption from the Hepatitis B series, the applicant must also complete a separate waiver form (available in the El Centro College Health Occupations Admissions Office) to accompany the physician's statement.

Unless the statement specifies that a lifelong condition exists, the exemption is valid for one year only from the date of the signed statement. The signed statement must be submitted with the applicant's Physical Examination and Immunization Record form.

B. Exceptions Based on Religious Belief/Reasons of Conscience

The applicant must obtain an Exclusion Affidavit from the Texas Department of State Health Services by submitting a written request and including the applicant's full name and date of birth. The written request must be mailed to the following agency:

Texas Department of State Health Services
Bureau of Immunization and Pharmacy Support
1100 West 49th Street
Austin Texas 78756

The affidavit form will be mailed to the applicant who must complete and sign the form which must include the basis for the exception. The affidavit will be valid for a two-year period. The signed affidavit must be submitted with the applicant's Physical Examination and Immunization Record form.

III. El Centro College Health Center Services

The El Centro College Health Center offers the PPD tuberculosis screening and many of the required immunizations at a reduced cost. Please call 214-860-2113 to make an appointment for immunizations. Chest x-rays and physical exams are not provided at the El Centro College Health Center.

Applicants are responsible for retaining a photocopy of all physical exam and immunization documentation for their personal records. Once this documentation is submitted and an applicant is accepted to a Health Occupations program, the documentation becomes the sole property of the Health Occupations Admissions Office and will not be returned to nor photocopied for the applicant.

IMMUNIZATION RECORD AND PHYSICAL EXAM FORM

Once submitted, this document and any immunization or lab result attachments are considered official student records and will not be returned or photocopied for the student's use. Students should photocopy this form and any attachments to retain with their personal records.

SOCIAL SECURITY NO. _____ / _____ / _____ DATE _____

NAME _____ BIRTHDATE _____

_____ Last First Middle I.
 _____ Month/Day/Year

ADDRESS _____
 _____ Street City and State

ZIP _____

TELEPHONE () _____ () _____
 _____ Home Business/Cell

I am applying to the _____
 Program.

HEALTH QUESTIONNAIRE - (To be completed by the applicant)

Do you have any physical limitations which would affect your ability to lift, turn, or transfer patients? Yes _____ No _____

Do you have any limitations in use of your senses, such as in sight or hearing, which would limit your ability to practice a health profession? Yes _____ No _____

Do you have any other condition which might interfere with your ability to practice a health profession? Yes _____ No _____

If you have answered "yes" to any of the above, please explain your limitations in detail on a separate sheet of paper.

List any medications you have been taking on a regular or frequent basis during the past year.

TUBERCULOSIS SCREENING

Documentation requires a *physician's signature* or verification from the Health Center.

Intradermal PPD (Mantoux) - within nine (9) months prior to program entry unless previously positive.

Date _____

Results _____

Physician's Signature

Chest x-ray - within one (1) year if PPD positive (Must also include positive PPD verification above.)

Date _____

Results _____

Physician's Signature

PAGE 1 of 3

IMMUNIZATIONS REQUIRED *

Dates of immunizations or dates of lab results with a copy of the lab values attached indicating seropositivity required. Each line requires a doctor's signature or verification from the Health Center. *

| | Date of Immunization | If Seropositive, Date of Positive Titer (Attach Lab Results) | Doctor's Signature or Health Center Signature |
|---|----------------------|--|---|
| 1. Measles – 2 doses since 01/01/68 if born on or after 01/01/57; or positive Titer | #1 | | |
| | #2 | | |
| 2. Mumps – 1 dose if born on or after 01/01/57; or positive Titer | | | |
| 3. Rubella – 1 dose; or positive Titer | | | |
| 4. Tetanus/diphtheria – 1 dose within past 10 yrs. | | | |
| 5. Varicella (chickenpox) - 2 doses (only 1 if taken before age 13); or positive Titer | #1 | | |
| | #2 | | |
| 6. Hepatitis B series ➤ 1 st initial dose ➤ 2 nd dose after 1 month ➤ 3 rd dose after 5 months | | | |
| | | | |
| | | | |

* See attached appendix for details of immunization requirements.

NOTE: Physical exam form will not be accepted without doctor's signature or health center verification for each immunization and TB screening. The PPD screening, MMR, T/d, and Hepatitis B immunizations are available at the El Centro College Health Center **by appointment** at a reduced cost. **No student may begin clinical rotations without verification of immunization status.**

PHYSICAL EXAMINATION: To be completed by physician or nurse practitioner

NAME _____ DATE _____
 Last First M.I./Other

HEIGHT _____ WEIGHT _____ TEMP _____ BLOOD PRESSURE _____ SEX _____

VISION _____ GLASSES _____ CONTACT LENSES R _____ L _____

HISTORY: Include any significant information regarding previous medical and surgical conditions, and use of alcohol and/or drugs.

GENERAL APPEARANCE:

PHYSICAL EXAMINATION (cont.)

| Normal | Check each item in appropriate column | Abnormal | Describe every abnormality in detail (attach sheet if necessary) |
|--------|---------------------------------------|----------|--|
| | Eyes - ears - nose – throat | | |
| | Mouth - teeth – neck | | |
| | Thyroid | | |
| | Heart and vascular | | |
| | Lungs | | |
| | Abdomen and viscera | | |
| | Hernia | | |
| | Scars | | |
| | Back, vertebrae | | |
| | Genitalia | | |
| | Pelvis with Pap Smear (optional) | | |
| | Rectal, anus (optional) | | |
| | Extremities | | |
| | Skin | | |
| | Neurological | | |

LABORATORY DATA: Specific lab findings, when necessary for diagnostic purposes.

| | |
|---------------------|----------------|
| <u>Name of Test</u> | <u>Results</u> |
|---------------------|----------------|

PHYSICIAN RECOMMENDATION

Based upon your physical examination, is the applicant free of any restrictions _____ Yes ___ No ___
 in his/her ability to turn and/or move heavy objects? If "no," please describe:

Is the applicant able to see and hear adequately to practice a health care profession? Yes ___ No ___
 If "no," please explain:

Is the applicant free of any pathological conditions either physical or mental that _____ Yes ___ No ___
 would interfere with the practice of a health profession? If "no," please describe:

 Signature of Physician or Nurse Practitioner

 Date

 Printed Name of Physician or Nurse Practitioner

"Imagine Possibilities"



HESI A² TEST REFERRAL FORM

Valid only for testing at the El Centro College Assessment Center.

FOLLOW THESE INSTRUCTIONS CAREFULLY

HESI A² testing at the El Centro College Assessment Center is **by appointment** only. The calendar of HESI A² testing appointments dates and times for the El Centro College Assessment Center are posted at <http://ElCentroCollege.edu/StudentServices/AssessmentCenter/Calendar.asp> or at the El Centro College Assessment Center (Room A-152). **Verify that appointment slots are available for the day you wish to test BEFORE you pay for the test.**

To schedule your appointment, follow this procedure:

- Take this referral form to the El Centro College Cashiers Office (2nd floor, Room A-244) to pay your \$25.00 HESI A² test fee and obtain a payment receipt.
- Present the payment receipt, this referral form, and a valid photo ID to the El Centro College Assessment Center (Room A-152) to make your appointment. **Appointment slots may be limited during peak testing times. Do not expect to test the same day that you make your testing appointment.**
- On the day of your testing appointment, you should **arrive at least 15 minutes before** your appointment time. Present your photo ID to the Assessment Center to be seated for your test. **If you arrive after your appointment time, you will be not seated and you will lose your appointment slot.** Your scores will be available immediately following the test.

POSSESSION OF THIS REFERRAL FORM DOES NOT GUARANTEE YOU HESI A² TESTING APPOINTMENT.

FOR EL CENTRO ASSESSMENT CENTER USE ONLY

NAME _____ DCCCD ID # _____

APPOINTMENT DATE _____ APPOINTMENT TIME _____

----- CUT HERE -----

KEEP THIS PORTION AS A REMINDER OF YOUR TESTING APPOINTMENT AT EL CENTRO.

NAME _____ DCCCD ID # _____

MY APPOINTMENT DATE _____ MY APPOINTMENT TIME _____

