



College of the Redwoods

Health Occupations
7351 Tompkins Hill Road
Eureka, CA 95501-9300

(707) 476-4216
(707) 476-4419 (Fax)
<http://www.redwoods.edu/departments/ho/index.asp>

Licensed Vocational Nursing

The College of the Redwoods' Licensed Vocational Nursing Program is a three-semester program with admission by application approved by the California Board of Vocational Nursing and Psychiatric Technician (BVNPT). Upon successful completion of the Program, the student is eligible to take the National Council Licensing Examination (NCLEX-PN) for licensure as an LVN. The student is also eligible to apply for a Certificate of Completion in Licensed Vocational Nursing and/or an Associate Science Degree for LVN.

Program Curriculum Requirements

Required for Admission

Successful completion of HO 110 Basic Patient Care OR California CNA Certification OR CA Home Health Aide Certification

Transfer of certification to California is required for out-of-state certificates.

It is permissible to be enrolled in HO 110 or another CNA certification program at the time of application. However, completion of HO 110 OR California CNA certification is required by the end of the Spring semester of application.

It is STRONGLY recommended that you take BIO 8 prior to enrollment in the first LVN course (LVN 121).

General Information

1. The LVN Program on the Eureka and Del Norte campuses begins every other year in the odd years and completes the fall semester of the even years – 8/2019 – 12/2020.
2. **Submit completed application to:**
Health Occupations Office
College of the Redwoods
7351 Tompkins Hill Road
Eureka, CA 95501-9300
3. Evaluation of the student nurse is based upon theoretical knowledge, nursing skill proficiency, and the application of both of these in the clinical setting. To progress through, and graduate from the nursing program, students must achieve at least **C** grades in all nursing courses. In addition, a cumulative 2.0 GPA in all general education *and* nursing courses must be maintained to earn the Associate Degree.
4. All students are required to complete a Background Check(s). If a student's background check (criminal record) does not satisfy the requirements of any one clinical agency, or the clinical agency refuses the student access to patients for any other reason, the Program will not be able to provide alternate experiences and the student must withdraw from the Program or receive a grade of F for the course.
5. All students are required to have a urine drug screen completed no earlier than 30 days prior to the start of clinical each Fall. Program withdrawal is required for positive urine drug screens.
6. All nursing students must possess sufficient computer literacy skills to complete Internet research, communicate by email, create electronic documents, manage data storage devices, and use web-based instructional materials and applications. Those without these skills are encouraged to take CIS 1 prior to enrollment in the nursing program.

7. At the completion of the Program when applying for licensure in the State of California to the Board of Vocational Nursing and Psychiatric Technician (BVNPT), applicants are required to report any disciplinary action against a professional vocational certificate and/or misdemeanor or felony convictions; certain convictions may result in denial of licensure. Each case is considered individually by the BVNPT.
8. Availability of clinical facilities necessitates admitting a limited number of students to each class. Therefore, if qualified applications exceed the number of seats available, a random ranking by lottery at the end of the Enrollment Period will determine the awards of seats. We encourage students who are waiting for admission to take additional required general education courses for the nursing degree, above and beyond the prerequisite course.
9. The demands of the nursing program are many; most students find it difficult to work more than part time. Clinical scheduling, assignments, etc. cannot be altered due to an individual's outside employment. Financial Aid and Scholarships are available to help offset the need to work and the cost of attendance-contact the Financial Aid and Scholarship Offices for more information. In addition, personal life issues need to be in balance to be successful in the program. You must have reliable transportation, reliable childcare (if applicable), and an ability to be punctual to assigned classes and clinical locations. Finally, tardiness is not an acceptable performance standard in professional nursing, or this program.
10. Clinical labs may be scheduled for day, evening, and/or weekend shifts. Students rotate to various clinical facilities throughout the college district and are required to provide their own transportation, childcare, etc., to attend clinical labs. Many students car pool; limited childcare services are available at the Child Development Center.
11. Freedom from alcohol and/or drug abuse, and emotional illness that could jeopardize the student's ability to provide safe client care is essential. Students are advised (according to California Board of Registered Nursing guidelines) to seek voluntary aid for conditions that could, if left unattended, lead to disciplinary action and/or prevent licensure to practice nursing in California.
12. **Students must notify the Health Occupations Office of any change in address and/or phone number/e-mail addresses. Changing your contact information through Web Advisor or the College does not change it with this office. The Health Occupations Office uses your contact information to notify you of waitlist vacancies. If the Office does not have your current contact information (telephone and/or email), our ability to notify you is lost. Not being able to notify you means that you will not receive critical information regarding your waitlist number, which could result in losing your seat.**
13. Cost of the Program **APPROXIMATELY \$4,300 (subject to change)**
 - a. Enrollment fee (\$46/unit): approximately \$2,116
 - b. Books, supplies and materials: approximately \$1,200
 - c. Required uniforms, white shoes and a watch with second display (see dress code in student handbook for specifics) approximately \$200
 - d. Immunizations for students who do not have the required immunity to several communicable diseases may cost over \$220. Most are available through the Student Health Clinic, Eureka Campus, for reduced fees or at no cost to student.
 - e. CPR certification: approximately \$50.
 - f. School pin (optional) for graduation: approximately \$60-\$130.
 - g. Licensure application: approximately \$300.

Application Procedure: LVN Program

The applicant must:

1. Complete the On-Line CR Application.

To participate in the Program admission lottery, an applicant must have a College of the Redwoods' student identification number that has been or will be assigned following submission of the CR On-Line application. To enroll at College of the Redwoods and submit the form, log on to <http://www.redwoods.edu/admissions/GetStarted>. Please indicate *Nursing (NURS)* as your major.

2. Submit an ***Application to the LVN Program*** to the **Health Occupations Office** during the Enrollment Period **between 8:00 a.m. February 1 and 4:30 p.m. February 14, 2019.**

- Applications may be either personally delivered or mailed to the Health Occupations Office, postmarked on or before Friday, February 14, 2019. **If you would like receipt verification of your mailed application, please mail it certified-return receipt requested. Please do not call the department office to verify receipt of your application.**

Mail to:

***Health Occupations Office
College of the Redwoods
7351 Tompkins Hill Rd
Eureka CA 95501-9300***

All applications must include:

Verification of HO 110 Basic Patient Care OR California CNA Certification OR Home Health Aide Certification. Transfer of certification to California is required for out-of-state certificates.

- a. If the course is in progress during the spring semester at a school or facility other than College of the Redwoods, students must submit verification of current enrollment with the application to the LVN Program. **Upon course completion students must submit an official/unopened (in a sealed envelope) transcript verifying grade of C or better as soon as it is available or by 06/1/17.**

High school graduation verification submitted in the form of:

- An **official/unopened** (in a sealed envelope from the high school) transcript or letter from the high school. Please call Health Occupations office if your high school will not mail your transcript directly to you.
- An official/unopened (in a sealed envelope) certificate verifying earning a GED (General Education Development Examination) or passing the California High School Proficiency Exam.
 - **Please log on to one of the following web sites:**
<http://www.gedtestingservice.com/testers/gedrequest-a-transcript>
https://www.chspe.net/documents/CHSPE_Cert_Trans_Order_Form.pdf
 - **Note: If applicant possesses a degree from an accredited college or university, evidence of degree granted on official/unopened (in a sealed envelope) college transcripts will be considered equivalent to high school graduation.**
- Any high school education from outside the United States must be evaluated for equivalency to a United States high school education. Approved evaluation services are found at <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>
 - OR...a student may take the GED exam in lieu of the evaluation. The evaluation or the GED certificate must be included in the application to the Program. Documents must be official, and must be submitted in unopened/sealed envelope.

Selection Process

Immediately following the Enrollment Period, applications are reviewed for completeness.

Applications will be rejected if there are any unverified and/or invalidated entries on the application form or the application is incomplete.

Those applicants who are qualified are placed in the lottery and assigned a seat in the program. If there are more qualified applicants than available seats, the remaining applicants will be placed in a lottery and assigned a waitlist number. The Health Occupations Office will notify students by letter of their acceptance into the LVN Program or their Program Wait List number no later than April 30th, 2019.

To maximize the number of seats for nursing students at College of the Redwoods, students who apply to both the LVN and ADN programs must select and enroll in only one program. Students cannot remain on the waiting list for the second nursing program if they are enrolled in the first nursing program. For example, an LVN student could not be maintained on the ADN wait list while in the LVN Program. To become an RN, that student must apply to the LVN/Paramedic to RN Career Mobility Program upon completion of the LVN Program.

Public Notice/Nondiscrimination: All classes are open to those who have met the academic prerequisites. College of the Redwoods does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation, color or disability in any of its programs or activities. The College is committed to providing reasonable accommodations for persons with disabilities. Upon request this publication will be made available in alternate formats.

The Board of Vocational Nursing requires proof of high school graduation or equivalent. Attached is official documentation of one the following:

- High School Graduate
- GED Test
- California High School Proficiency Exam
- College Degree - Name of School (_____)

Please check one of the following:

- HO 110 (Basic Patient Care) – Completed at College of the Redwoods**
- Current California certification as a nurse assistant OR Home Health Aide (copy of current certificate attached) (transfer of out-of-state certification is necessary) or
- Course completed or in progress at a regionally accredited California college or university; course **description and official/unopened** (in a sealed enveloped) **transcript** must be submitted.

School _____ Course Title _____ Grade _____ Sem./Qtr. and Year _____
OR
In Progress _____

College of the Redwoods students do not need to submit an official transcript or course description for HO 110 course.

I hereby acknowledge that the failure to follow enrollment procedures or omission of required documentation will result in disqualification of my CR LVN enrollment application.

Signature of applicant: _____ **Date:** _____

College of the Redwoods Evaluator _____ Date _____ Lottery # _____