NAPA VALLEY COLLEGE
ASSOCIATE DEGREE NURSING (ADN) PROGRAM

The Associate Degree Program in Nursing (ADN) is a four-semester program approved by the California Board of Registered Nursing (BRN). It is designed to prepare qualified men & women to practice nursing in entry-level positions. Upon completion of the program, the student is awarded an AS Degree in Nursing & is eligible to take the National Council Licensure Examination for Registered Nursing (NCLEX-RN). Opportunities are provided for advanced placement, transfer and challenge exam credit.

The Associate Degree Nurse is prepared to coordinate, plan & provide nursing care in hospitals & community settings. The Registered Nurse assists patients with personal care, provides teaching & counseling to prevent illness and promote health, performs specialized treatments, & administers medications. Registered Nurses function as team leaders & direct the care provided by Licensed Vocational Nurses (LVNs), nursing assistants (aides), as well as unlicensed health-care workers.

Eligibility to enter the Nursing Programs is determined by a “composite score” which is a combination of: (a) overall college GPA, (b) English GPA (All English Classes with letter grades), (c) core Biology (Anatomy, Physiology & Microbiology) GPA, & (d) core Biology course repetition(s).

REQUIREMENTS FOR ADMISSION

- Attend one of the required Information Meetings (Application forms are only available at information meetings). There are no meetings scheduled for 2014.
- Complete a Napa Valley College Application, do this online at www.napavalley.edu
- Meet with a NVC counselor to develop your education plan
- Complete the following Prerequisite courses with a “C” or better.
  - BIOL 218 - Human Anatomy (5 Units)
    - Please Note: BIOL 105-Human Biology or BIOL 120, and Math 94 and ENGL 90 is a prerequisite for BIOL 218
  - BIOL 219 - Human Physiology (5 Units)
    - Please Note: BIOL 105-Human Biology or BIOL 120 and ENGL 90 AND CHEM 110-Intro to Chemistry are prerequisites for BIOL 219
    - Please Note: MATH 94 - Intermediate Algebra is a Prerequisite for CHEM 110-Intro to Chemistry
    - Please Note: ENGL 90 – Preparing for College Reading and Writing is a Prerequisite for BIOL 219 – Human Physiology
  - BIOL 220 - General Microbiology (5 Units)
    - Please Note: BIOL 219-Human Physiology or BIOL 120 is a prerequisite for BIOL 220
  - ENGL 120 - Reading & Composition
- Napa Valley College will accept 4 unit/lab core biology courses for transfer
- Submit an official transcript with a score of 62% on the Test of Essential Academic Skills (TEAS V) exam.
- Obtain “Official Transcripts” from your High School (or equivalent GED certificate, CHSPE Certificate) and College(s). If they are sent to you instead of directly to Napa Valley College, DO NOT OPEN THE ENVELOPE; WE WILL ONLY ACCEPT SEALED OFFICIAL TRANSCRIPTS. If your High School or College transcripts are from outside the U.S, they must be evaluated by an International Evaluation service prior to submission of your application.
- When you have met all requirements, you may then submit your application to the Admissions & Records (A&R) office (with any Official Sealed Transcripts not already at the school) during one of the published application periods. There are no application periods at this time. Bring or Mail to Margarita Ceja, A&R Office, 2277 Napa-Vallejo Highway, Napa, CA 94558.
- All ADN program applicants and current students must maintain an active email address during their time in the program and check it regularly.

**A COMPLETE APPLICATION PACKET MUST INCLUDE:**
- ADN Program application – Get this at the mandatory information meeting
- All materials verifying that you meet program requirements including Official High School & College transcripts and/or test scores in
  - SEALED envelopes (Unless official transcripts are already on file in A&R or all your College courses have been at NVC).
- If your application packet is **incomplete** it will be returned to you
While waiting to begin the Program, you should start working on completing your General Education requirements (page 4, courses listed in bold and underlined) and some of the highly recommended courses listed below.

**HIGHLY RECOMMENDED COURSES/ADVISORY**

- ANTH 121 - Introduction to Cultural Anthropology
- ANTH 150 - Cross-Cultural Study of Sex Roles
- ANTH 180 - Childhood: A Cross-Cultural Perspective
- ASL 120 - American Sign Language
- CISA 130 - Computer Literacy
- ENGL 125 - Critical Thinking
  - HEOC 171 - Medical Terminology (available online)
  - HEOC 101 – Pharmacology (available online)
- HEOC 97 – Preparation for Health Occupations
- MATH 232 - Statistics (Required by CSUs)
- HUMA 104 - Comparative Religions
- PSYC 128 - Cross Cultural Psychology
- PSYC 135 - Introduction to Human Sexuality
- SPAN 120 - First Semester Spanish
- Drug Dosage Calculation (not currently offered at NVC)

**ESTIMATED COSTS**

In addition to usual college tuition and fees, ADN students will have added expenses for uniforms, books, lab kits, orientations, standardized examinations, background checks and drug screening, HealthStream modules and licensing expenses. Fees are paid may be paid using a variety of payment methods including online. (Approximately $3,000-$4,000)

**CPR CERTIFICATION**

Health Care Provider with the approved American Heart Association logo is required by our clinical affiliating agencies at the time of admission.

**HEALTH and IMMUNIZATION REQUIREMENTS:**

All ADN students are required to have a satisfactory physical examination within 6 months of the first day of classes and immunizations before starting the program. **Required Immunizations include:**

- Tuberculosis (TB) PPD (Mantoux) Test – 2 step testing required ONLY if student cannot produce record of negative PPD in the past year. Tine test is not acceptable. If student has record of positive PPD, they must provide a chest X-Ray report showing 2 views with no abnormalities or a negative QuantIFERON-TB Gold test.
- Chicken Pox (Varicella) – either a positive titre or vaccine (series of two)
- Measles, Mumps, Rubella (MMR) – either a positive titre or vaccine (series of two)
- Hepatitis B – either a positive titre or vaccine (series of three, must have 2 doses before starting clinical rotations)
- Tetanus/Diphtheria – within 8 years of start of program
- Flu H1N1 Vaccine (when available in the fall)

**BACKGROUND CHECKS/DRUG SCREENS**

The California Board of Registered Nursing (BRN) may deny licensure to any person who has been convicted of a crime. If you have had such a conviction, you should review the California Nurse Practice Act-Section 480 at www.bn.ca.gov. The program requires background checks for all students because hospitals require background checks and drug screens. Students will need to pay online for background checks and drug screenings. If they do not clear, they may not be able to meet clinical requirements and may have to be dropped from the program. See student hand book for additional information.

**APPROXIMATE WEEKLY SCHEDULE**

Because of the many hours required for clinical practice (about 12-15 hours per week) and the rigor of the theory classes, students must expect a very demanding schedule. Below is a sample schedule for a student enrolled in nursing classes. Clinicals may be on weekends, evenings, or other non-school days/times.

- Monday: 1:00 pm-5:00 pm Theory; 6:00 pm-9:00 pm Clinical Prep
- Tuesday & Wednesday: 6:50 am-2:00 pm Clinical Practice
- Thursday or Friday: 8:00 am-12:00 pm Theory
- Thursday & Friday: Lab Practice; Computer assignments; Library; Study

**SOME CLINICAL FACILITIES AFFILIATED WITH NVC**

- Queen of the Valley MC & Community Sites
- Kaiser Hospital – Vallejo/Vacaville
- Sonoma Valley Hospital
- Sutter Memorial – Sacramento
- St. Helena Hospital
- North Bay Medical Center – Fairfield
- Adventist Specialty Hospital
- Vaca Valley - Vacaville
- Napa State Hospital
- Napa’s Nursing Home
- Children’s Hospital – Oakland
- Windsor Care Facility - Vallejo
- Napa Care Center

**ADVANCED PLACEMENT OPPORTUNITIES**

Students transferring from other nursing programs may be considered for entrance into the 2nd, 3rd, or 4th semester of the ADN program as long as they have passed a Nursing class within two years. Admission requirements are the same as the ones listed in this pamphlet. Submit course descriptions with your transcripts. The Associate Dean will complete a transcript evaluation of nursing courses. Any transferring student must complete at least 12 units of courses at Napa Valley College to earn an A.S. degree. Acceptance will be contingent on available space in the class. Re-admits to a class take priority.

Napa Valley College has a special ADN-BSN-MSN program with Sonoma State University. For information, go to www.sonoma.edu/admsn

**BSN PROGRAMS**

NVC counselors & the Transfer Center can help you prepare for transfer to a Bachelor’s Degree in Nursing program at a 4-year college after you finish your ADN at NVC. Review catalogs in the Transfer Center & meet with a counselor for appropriate advice in setting your educational goals.
FAQ’s (Frequently Asked Questions)

HOW LONG IS THE WAITING TIME?
Applicants are waiting approximately three years to enter the ADN program.

HOW MANY ADN STUDENTS ARE ENROLLED EACH YEAR?
Currently, Napa Valley College invites 40 ADN Waitlist candidates to start the program each Fall (August).

HOW CAN AN APPLICANT BE DROPPED FROM THE WAITING LIST? *
Your name will be removed from the waiting list for any of the following reasons:
- If you move or change your phone number without reporting the change on the change of address form.
- If you do not accept an available space when offered. (You can request in writing that your name be added to the end of the list).
- If you do not return confirmation or forms by the specified dates.
- Failure to comply with assessment testing requirements.
- You request to have your name removed from the waiting list.
*Please note, we are not adding to the current wait list at this time.

IF YOU THINK YOU MIGHT HAVE A LEARNING DISABILITY, WHEN & HOW SHOULD YOU GET HELP?
Diagnostic testing for eligibility for Identification of Students with Learning Disabilities in California Community Colleges is available through the Diagnostic Learning Services Department. Students must be enrolled in 3 academic units to be assessed. The office is located in Room 1766. You may call for an appointment 707-256-7442. The earlier one uses these services, the more likely they are to benefit. Please do not wait until you start the nursing program to seek this assessment.

WHAT CAN I DO TO MAKE THE BEST USE OF MY TIME WHILE I WAIT TO ENTER THE ADN PROGRAM?
The students who are most likely to succeed in the ADN program are those who use the time before they enter to build the academic foundation needed for the rigorous program. A NYC counselor can help you select courses to build this foundation. Once you are ready you are encouraged to take all the co-requisite courses underlined and bolded on the next page. (Social Science, Career Communications, Math, etc. & other recommended courses)

IS THERE AN ADVANTAGE TO WORKING IN A HEALTH-CARE SETTING BEFORE I START THE PROGRAM?
Yes, if you are employed in the health-care field before you begin the program you will probably feel more comfortable in the lab & clinical settings, become more familiar with medical terminology and develop the communication skills needed to be an effective nurse. Some health facilities provide scholarship assistance to their employees who are pursuing a career in nursing.

WHAT IS A FOREIGN TRANSCRIPT EVALUATION?
If your High School or College transcripts are from other countries they must be evaluated by an International Evaluation Service prior to submission of your application, or you must provide Napa Valley College with a certificate from the International Evaluator. Forms are available in the Admissions & Records and Health Occupations offices.

<table>
<thead>
<tr>
<th>TESTING and TUTORING CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>All students are encouraged to complete Math and English placement testing before they register for classes. Placement testing is offered year-round on a drop-in, first come-first-served basis, appointments are not necessary. You must bring a picture I.D. and have completed an online application. If you have completed Math and English placement testing at another college within the last two years, bring a copy of your test results to the Napa Valley College Testing and tutoring Center for evaluation.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WHO TO CONTACT FOR HELP! <a href="http://www.napavalley.edu">www.napavalley.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Financial Aid Office</strong>: for your questions about eligibility for Financial Aid and Scholarships</td>
</tr>
<tr>
<td><strong>Counselor</strong>: for help understanding Nursing program requirements, setting an Ed Plan, or with plans for a transfer to a 4-year Nursing degree program</td>
</tr>
<tr>
<td><strong>Diagnostic Learning Service Department</strong>: Diagnostic assessments for those who might have a learning disability.</td>
</tr>
<tr>
<td><strong>Admissions &amp; Records</strong>: Administration Building (A &amp; R)</td>
</tr>
<tr>
<td>Margarita Ceja - Nursing Admissions Coordinator</td>
</tr>
<tr>
<td>Contact by email <a href="mailto:mceja@napavalley.edu">mceja@napavalley.edu</a></td>
</tr>
<tr>
<td><strong>ADN Program Director</strong>:</td>
</tr>
<tr>
<td>707-256-7600 (Main Office) 707-259-8933 (Fax)</td>
</tr>
</tbody>
</table>

- **Prerequisites**: A course requirement that must be completed prior to enrolling in another course.
- **Co-requisite**: A course that is required to be taken at the same time or before another course.
- **Advisory**: A course, or other preparation, which is recommended in order to increase a student’s probability of success in the program or improve eligibility for transfer to a BSN program.
The following sequence of courses is approved by the Board of Registered Nursing. The only way to reduce the time demand is to take the non-nursing courses **BEFORE** starting the program.

<table>
<thead>
<tr>
<th>APPROVED SEQUENCE OF COURSES</th>
<th>UNITS</th>
<th>THEORY HOURS/WEEK</th>
<th>LAB/CLINICAL HOURS/WEEK</th>
<th>TOTAL HOURS/WEEK</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PREREQUISITES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 218—Human Anatomy <strong>AND</strong></td>
<td>5</td>
<td>3</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>BIOL 219—Human Physiology or Equivalent</td>
<td>5</td>
<td>3</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>BIOL 220—General Microbiology or Equivalent</td>
<td>5</td>
<td>3</td>
<td>6</td>
<td>9</td>
</tr>
<tr>
<td>ENGL 120—Reading and Composition I</td>
<td>3</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FIRST SEMESTER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURS 141—Introduction to Nursing (12 weeks)</td>
<td>7</td>
<td>6</td>
<td>14</td>
<td>20</td>
</tr>
<tr>
<td>NURS 142—Nursing in Health Alterations I (6 weeks)</td>
<td>4</td>
<td>8</td>
<td>12</td>
<td>20</td>
</tr>
<tr>
<td><strong>PSYC 125 — Human Growth &amp; Development (Life-span)</strong></td>
<td>3</td>
<td>3</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SECOND SEMESTER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NURS 143—Nursing in Health Alterations II (9 weeks)</td>
<td>5.5</td>
<td>6</td>
<td>15</td>
<td>21</td>
</tr>
<tr>
<td>*NURS 144—Mental Health in the Community (9 weeks)</td>
<td>5.5</td>
<td>6</td>
<td>15</td>
<td>21</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>11</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>THIRD SEMESTER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*NURS 246—Nursing in Health Alterations III (9 weeks)</td>
<td>6.5</td>
<td>8</td>
<td>15</td>
<td>23</td>
</tr>
<tr>
<td>NURS 247—Maternal-Newborn Nursing (8 weeks)</td>
<td>4</td>
<td>6</td>
<td>12</td>
<td>18</td>
</tr>
<tr>
<td>*NURS 248—Nursing in a Community-based setting (4 wks)</td>
<td>1</td>
<td>2</td>
<td>6</td>
<td>8</td>
</tr>
<tr>
<td><strong>Social Science elective (except PSYC 125) from approved A.S.</strong></td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td><strong>Degree list</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPEE 124 — Career Communications (includes public speaking and interpersonal communications)</td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>17.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>FOURTH SEMESTER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*NURS 249—Nursing in Health Alterations IV (13 weeks)</td>
<td>7</td>
<td>6</td>
<td>13.5</td>
<td>19.5</td>
</tr>
<tr>
<td>*NURS 250—Nursing Preceptorship (5 weeks)</td>
<td>3</td>
<td>3</td>
<td>21</td>
<td>21</td>
</tr>
<tr>
<td><strong>Humanities from approved A.S. Degree List</strong></td>
<td>3</td>
<td>3</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>13</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Required for LVN’s – Advanced Placement – NURS 245 Transition

Courses listed above in **BOLD AND UNDERLINED** can all be taken before starting the nursing courses.

- **BOL1 105-Human Biology: Nutrition, Health & Disease or BIOL 120, and Math 94 and ENGL 90 is a prerequisite for BIOL 218-Human Anatomy**
- **BIOL 105 or BIOL 120 and ENGL 90, and CHEM 110 are prerequisites for BIOL 219-Human Physiology**
- **BIOL 219 or BIOL 120 is a prerequisite for BIOL 220-General Microbiology**
- **PSY C 125—Human Development is a prerequisite for NURS 143 & NURS 144 AND must be completed before beginning the second semester.**
- **SPEE 124—Career Communications is a course that combines Interpersonal Communications and Public Speaking.**

To qualify for the A.S. degree students must complete all courses listed under “Sequence of Courses” with a grade of “C” or better.

- Students must complete MATH 94 or higher, or equivalent, to meet graduation requirements at NVC. **Students who take their ADN pre-requisites at NVC will take MATH 94, prior to entering the program, as it is a prerequisite for CHEM 110, which is a prerequisite for BIOL 219.** However, students who meet their prerequisites elsewhere might not have taken intermediate algebra.
- Students may select a Social Science or Humanities elective that meets the Cultural Diversity requirement for graduation.
- Humanities is a degree requirement. It is not required for eligibility to take the NCLEX-RN. Students who do not receive an A.S. degree in Nursing probably will not be eligible for licensure by endorsement in other states.
- To remain in the nursing program, students must maintain a “C” grade or above, in all required Arts & Science courses & Nursing theory courses, have satisfactory evaluations in all clinical experiences & meet national standards in standardized tests.
- Computer literacy is required in the program.
- Multicultural/Gender Studies is a degree requirement (Course may double count for one other general education area, where that particular course appears). Courses will explore cross-cultural views, including male/female perspectives and contributions.
- The best way to ensure all requirements have been met for the program and graduation is to keep in contact with your counselor.
Advanced Placement and LVN Students

Transfer students must attend one of the required Information Meetings. Application forms are only available at information meetings. LVN applicants will be subject to the same eligibility requirement as basic students as indicated in preceding pages. LVN's choosing the Advanced Placement option enter the sequence of nursing courses in January when space is available. They meet graduation requirements by December of the same year for the NCLEX-RN & will be eligible for licensure by endorsement in other states.

Required Prerequisites:
- A current valid California LVN license
- ENGL 120 – Reading & Composition I
- BIOL 218 – Human Anatomy AND BIOL 219 – Human Physiology (4-5 units)
- BIOL 220 – General Microbiology (4-5 units)
- PSYC 125 – Human Growth & Development (Life Span)

Students will be admitted to the ADN program only on a space available basis.

CREDIT BY EXAMINATION

See the NVC Catalog concerning credit by examination. Students seeking to challenge a nursing course must take the exams in sequential order and achieve a minimum grade of “C” (75%) to pass. In accordance with college policy, credit by examination may not be used to change a previous grade, to remove a “W” (Withdrawal) notation or to change an “I” (Incomplete grade). The grade and credit on a challenge exam, including grades of “D” and “F”, will become part of a student’s permanent record. Most challenge exams are National Standardized exams. If it has been more than two years since you took a nursing course, you will need to pay for and take challenge exams and clinical proficiency exams.

NON-DISCRIMINATION POLICY:

The Napa Valley Community College District, in compliance with state and federal policies, regulations and statutes, does not unlawfully discriminate on the basis of race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, marital status, gender, sexual orientation, or age. The college encourages participation by minorities, women and persons with disabilities in the district’s employment and educational opportunities.

The college is committed to overcoming gender discrimination and stereotyping in vocational education programs. The lack of English language skills will not be a barrier to admission and participation in career education programs. For information regarding the college’s equal opportunity/affirmative action policies or to file a complaint, contact Dr. Oscar DeHaro, Vice President, Student Services (707) 256-7365. For information regarding the requirements of Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act or to file a complaint, contact Special Services, 707-253-3080 (voice), 707-253-3085 (TDD).

Updated June 2014