

# NURSING – VOCATIONAL LEVEL TWO CERTIFICATE

Revised Fall 2016

The Galveston College Vocational Nursing program is offered by Galveston College in Galveston, Texas. The 45 credit hour curriculum leads to a certificate in Vocational Nursing and is accredited by the Texas Board of Nursing.

The primary role of the licensed vocational nurse is to provide nursing care in structured healthcare settings, under the direction of a registered nurse or licensed physician, for client's experiencing common, well-defined problems with predictable outcomes. The graduate is eligible to take the NCLEX-PN licensure examination. The curriculum is based on sequential learning; therefore, a student must have a grade "C" or better in all courses to progress to the next sequence of VNSG courses.

## **Admission to the Vocational Nursing Program**

Acceptance to the Vocational Nursing program is through a competitive selection process based on a point system. Students will earn points based on prerequisites, science courses, overall Grade Point Average (GPA) within 10 years, nurse entrance test scores, and general recommended education courses completed. Potential applicants are expected to be familiar with the process for application, program requirements and meet required deadlines.

## **General Admission Criteria for the Galveston College Vocational Nursing Program**

Applicants to the Vocational Nursing program must:

- Complete requirements for admission into Galveston College.
- Have all official transcripts from high school or proof of G.E.D and all colleges attended sent to the Galveston College Admissions Office.
- Have satisfied Texas Success Initiative (TSI).
- Meet with the Nursing Department to obtain updated information about the program requirements, the application process and develop a degree plan.
- Have a clear criminal background check or approved Declaratory Order.
  - In cases of criminal history or psychiatric treatment or drug/alcohol treatment/addiction, the prospective applicant must receive approval from the Texas Board of Nursing, to sit for the licensing exam (NCLEX). To obtain approval to sit for the licensing exam an applicant must apply to the Texas Board of Nursing for a Declaratory Order. The approved Declaratory Order must be obtained prior to submitting an application for admission into the Galveston College nursing program. (Call the Texas BON at 512-305-7400 for information)
- Begin immunizations including Hepatitis B injections 7 months prior to admission into the VN program. The series and titer must be complete by June 1<sup>st</sup> of the 1<sup>st</sup> semester. Proof of the first Hepatitis B immunization must be provided at time of application.
- After all prerequisites are in progress or have been completed, obtain a Galveston College Vocational Nursing program application from the Nursing Department. You may also print the application from the Nursing webpage during the application timeframe (September 15<sup>th</sup> – February 15<sup>th</sup>). \* Please note all applications must be submitted in person to the Nursing Department unless advised otherwise.

## Specific Admission Criteria for application to the Galveston College Vocational Nursing Program

To be considered for admission to the Vocational Nursing program, the student must:

- Have a cumulative GPA of 2.5 on all courses taken at Galveston College and all other colleges during the past ten years
- Have a GPA of 2.5 on all prerequisite courses
- Be in good standing at Galveston College. Please refer to the Galveston College catalog for information pertaining to Academic Probation and Suspension.
- Complete or be currently enrolled in a// prerequisites before February 15<sup>th</sup>.
- Have the entrance test completed by February 15<sup>th</sup> with passing scores. The entrance test may be repeated one time each year.

### NOTE:

- 1) All math and science classes (Anatomy and Physiology for Allied Health or Anatomy and Physiology I & II and MATH 0304/MATH 0308 or higher) must have been completed no more than five (5) years prior to the program start date.
- 2) No grades below "C" will be accepted for transfer credit.

### Prerequisite Courses

The following college level courses are prerequisites and must be completed prior to entering the nursing program:

<u>Course</u>	<u>Credit Hours</u>
VNSG 1227 – Essentials of Medication Administration	2
VNSG 1320 – Anatomy and Physiology for Allied Health*	4
HPRS 1206 – Essentials of Medical Terminology	2
MATH Requirement	** —
	8

\*BIOL 2401 Anatomy and Physiology I and BIOL 2402 Anatomy and Physiology II may be substituted for VNSG 1320 Anatomy and Physiology for Allied Health. Note: VNSG 1320 cannot be counted for credit toward the LVN to ADN Transition program.

\*\*MATH 0304 Intermediate Algebra or MATH 0308 Foundations of Statistics can be satisfied by TSI exam or course completion. MATH 0304 and MATH 0308 are not college level courses and do not carry credit hours towards a degree. Mathematics satisfaction is according to Galveston College requirements.

### Criminal Background Checks/Fingerprinting

Section 301.2511(c) of the Texas Occupations Code provides that the Texas Board of Nursing may, for the purpose of evaluating a person's eligibility for licensure, require from any person enrolled in or planning to enroll in an educational program that prepares a person for an initial license as a registered nurse to submit, along with a fee required by the Board, a complete and legible set of fingerprints on a form prescribed by the Board for the purpose of obtaining a criminal history from the Texas Department of Public Safety and the Federal Bureau of Investigations.

## State Board Requirements

Students are required to answer certain questions on the Texas Board of Nursing application for Registration by Examination to become licensed as a Registered Nurse. These questions are in regard to criminal convictions, mental illness or chemical dependency, or prior disciplinary action by a licensing authority for nurses. Copies of these questions are available from the Nursing Department. Any student who answers "yes" to any of the questions must receive a Declaratory Order (a decision from the Board of Nursing regarding an applicant's eligibility to take the licensing exam) prior to submitting an application to the nursing program. For further information, contact the Nursing Department at (409) 944-1369. You may also visit the Texas Board of Nursing website at [www.bon.state.tx.us](http://www.bon.state.tx.us).

## Application Deadlines:

**Vocational Nursing Program** – Classes begin once each year in the Summer semester. Deadline for submission of an application for the program is February 15<sup>th</sup> by 4:00 PM of each year.

The Admission and Progression Committee will review and rank all completed applications received by the February 15<sup>th</sup> deadline for the following Summer semester. If February 15<sup>th</sup> falls on a weekend or holiday, the deadline will be the first working day following February 15<sup>th</sup>. **Only those applications submitted by the February 15<sup>th</sup> by 4:00 PM deadline will be considered for admission.**

- Applicants who have all prerequisites completed by the end of the Fall semester will be reviewed for acceptance in March. Acceptance letters will be mailed the week of March 15<sup>th</sup> of the application year.
- Applicants completing prerequisites by the end of the Spring semester will be considered on a space available basis. Acceptance letters will be mailed by May 31<sup>st</sup>.

## Applications must be submitted in person by the applicant to:

Nursing Department  
R-265 (2<sup>nd</sup> floor Regents building)  
Galveston College  
4015 Avenue Q  
Galveston, TX 77550

## Selection Process

Applicants are selected for acceptance into the nursing program using the following process:

- 1) Math Requirement
  - a. TSI Score:
    - 310-336- Begin in MATH 0300
    - 337-345 - Begin in MATH 0303
    - 346-349 - Begin in MATH 0304 or MATH 0308
    - 350 or Above – No math required

## 2) Point Determination

- a. Prerequisite courses are added according to their point value and multiplied by the grade points.
- b. General education course & recommended course are added according to their point value and multiplied by the grade points.
- c. The cumulative GPA has an assigned point value.
- d. The nurse entrance test has an assigned point value.

## 3) Nurse Entrance Test Scores (HESI A2)

- a. Go to the Nursing Department or the Testing Center for available testing dates and to register for exam **after** paying the required fee to the Business Office.
- b. The nurse entrance test must be completed successfully before candidate can be accepted. A minimum overall score of 70% must be achieved to be eligible for admission and also a 70% must be achieved on Anatomy and Physiology portion.

## **General Helpful Admission Criteria for the Galveston College Vocational Nursing Program**

- Applicants may improve their ranking by
  - 1) Repeating one or more of the pre-requisites or recommended general education courses to earn a higher GPA. The last grade earned will be the grade of record.
  - 2) Completing the general education course/recommended course.
- Courses may be repeated for the purpose of raising the GPA. The decision to repeat a successfully completed course (a course that was completed with a "C" or better) in order to improve an applicant's competitiveness in the ranking process is solely the decision of the applicant.
- Students are encouraged to complete the general education support courses included in the nursing curriculum prior to entrance into the Vocational Nursing program, especially if the student plans to work while enrolled or has significant family responsibilities. Pre-nursing course VNSG 1231 or RNSG 1301 may be completed no more than 12 months prior to admission the following Summer semester. The course may not be completed at an earlier time. VNSG 1231 or RNSG 1301 does not hold no point value towards the application. Students who have failed VNSG 1231 or RNSG 1301 will be considered only after all non-failing student applications have been reviewed.

## Point Distribution

Prerequisite courses	Points
VNSG 1227 – Essentials of Medication Administration	2
VNSG 1320 – Anatomy and Physiology for Allied Health <b>or</b>	4
BIOL 2402 – Anatomy and Physiology I <b>and</b>	5
BIOL 2402 – Anatomy and Physiology II	5
HPRS 1206 – Essentials of Medical Terminology	1
MATH 0304/MATH 0308 <b>or</b>	0
MATH 1314 and above	1
<b>General Education/Recommended courses</b>	
VNSG 1216 – Nutrition <b>or</b>	2
BIOL 1322 – Nutrition and Diet Therapy	5
VNSG 1231 – Pharmacology <b>or</b>	0
RNSG 1301 – Pharmacology	0

## Sample Course Ranking

- Prerequisite Courses (A= 4, B= 3, C= 2)

Course	Points	Grade	Total
VNSG 1227 – Essentials of Medication Administration	2X	C (2) =	4
BIOL 2401 – Anatomy and Physiology I	5X	B (3) =	15
BIOL 2402 – Anatomy and Physiology II	5X	A (4) =	20
HPRS 1206 – Essentials of Medical Terminology	1X	A (4) =	4
MATH 1314 – College Algebra	1X	B (3) =	3
<b>TOTAL</b>			<b>46</b>

The student in this sample would receive a total of **46** application points for these prerequisite courses.

- **Nurse Entrance Test Scores (PN HESI A2 or RN HESI A2) Composite score of 70% is required for acceptance into the program.**

Composite score points:

0 – 69	= Not acceptable
70 – 84	= 5
85 – 89	= 10
90 – 100	= 15

- **Cumulative Grade Point Average**

3.5 – 4.0	= 15
2.9 – 3.49	= 10
2.5 – 2.89	= 5
< 2.5	Not eligible for acceptance

**NOTE:** Students who are not selected for admission and wish to reapply the following year automatically receive two (2) application points toward admission. A new Application for Admission must be turned in with all new/current copies of required information to the Nursing Department as old applications will be shredded.

## Substitute Course Evaluations

Students desiring substitution of coursework for listed pre-requisite or general education courses must present the following materials:

- Official transcript of course(s)
- Photocopy of course description from that college's catalog or a course syllabus from the semester the course was completed.

The Director of Nursing usually completes the substitute course evaluation within 7 – 10 days of the request. If approved, a substitution form will be completed for inclusion in the student's file.

## Five-Year Time Limit

All math and science coursework (Anatomy and Physiology for Allied Health or Anatomy and Physiology I and II, Microbiology, and MATH 0304/MATH 0308 or higher) must have been completed no more than five (5) years prior to the program start date. **No exceptions will be made.**

## One-Year Time Limit

VNSG 1231 or RNSG 1301 if taken prior to entrance into the program, must have been completed no more than one (1) year prior to the program start date. **No exceptions will be made.**

## Procedure after Admission

Applicants chosen for admission will:

- Be informed by mail of acceptance into the program.
- Attend a mandatory departmental orientation for new students. All entering students will be notified by mail of the scheduled orientation session.
- Submit a personal health history form to the UTMB Student Health Center. Required immunizations may be obtained from a private physician, clinic, or HMO, at the student's expense. Immunizations are available from the UTMB Student Health Center at a reduced cost (once a student is accepted into the program). A physician must document health situations, such as pregnancy or allergies, which may prohibit the use of the Hepatitis B vaccine, and the student must sign a waiver. All three (3) Hepatitis injections and titer level must be administered prior to June 1<sup>st</sup> of the 1<sup>st</sup> semester.
- Be certified in Cardiopulmonary Resuscitation (CPR) at the "Healthcare Provider" level as designated by the American Heart Association. A copy of a current CPR card must be submitted to the student's instructor on the first day of class. CPR classes are available through the Galveston College Continuing Education Department, American Heart Association or community hospitals.
- Submit to an unannounced, random drug screening.

## General Helpful Information

- 1) The Vocational Nursing program can be completed in 1 year. Each semester involves 20-30 hours per week of class, college laboratory and clinical experience with an additional 2-3 hours of study and preparation time for each hour of class and clinical experience. Students should be aware that the high demand on their time will not allow for full-time employment while enrolled in the nursing program. Students should expect clinical experiences in area hospitals to involve daytime, evening and weekend hours.
- 2) Students must be physically able to meet the technical demands of the program. Facilities used for clinical courses require students to have the ability to perform certain physical functions including:

- standing and walking during the entire clinical day
- twisting, stooping, climbing, pushing, kneeling, reaching
- lifting, carrying patients and/or equipment up to 50 pounds
- responding to emergencies, including initiating CPR and evacuating patients from a unit or building

Students must be able to read fine print for medication administration purposes and be able to hear heart and breath sounds. Manual dexterity is required for skills such as starting IV's and administering injections. In the event that a student has a medical condition that may compromise their ability to care for patients, a medical release from their physician may be required. Students may be exposed to communicable diseases.

- 3) Students must comply with class and clinical attendance requirements according to the nursing student handbook, which is published each year. Students who are absent from clinical for physical or mental illness, surgery or pregnancy reasons must present a written release from their physician before being allowed to return to the clinical setting.

**Program guidelines are subject to change.**

**Galveston College is an Equal Opportunity/Affirmative Action College in Education and Employment. It is the policy of Galveston College to provide equal opportunities without regard to age, race, color, religion, national origin, sex, disability or veteran status.**

Graduation Requirements: To be eligible for a Certification in Vocational Nurse and receive permission to take the NCLEX-PN exam for licensure, students must have: 1) successfully completed the prescribed course of study of 45 credit hours; 2) met the required passing score on a comprehensive NCLEX-PN readiness exam; and 3) met any individually prescribed behavior or remediation related requirements.

**GALVESTON COLLEGE**  
**NURSING – VOCATIONAL LEVEL TWO CERTIFICATE CURRICULUM**

***Prerequisite Courses***

VNSG 1227 – Essentials of Medication Administration	2
VNSG 1320 – Anatomy and Physiology for Allied Health**+	3
HPRS 1206 – Essentials of Medical Terminology	2
MATH Requirement	*

***Summer Semester I&II***

VNSG 1216 Nutrition***	2
VNSG 1122 Vocational Nursing Concepts	1
VNSG 1400 Nursing in Health & Illness I	4
VNSG 1402 Applied Nursing Skills I	4
VNSG 2313 Applied Nursing Skills II	3
VNSG 1231 Pharmacology****	2

***Fall Semester***

VNSG 1136 Mental Health	1
VNSG 2214 Applied Nursing Skills III	2
VNSG 1234 Pediatrics	2
VNSG 1161 Clinical (Pediatrics)	1
VNSG 1409 Nursing in Health & Illness II	4
VNSG 1262 Clinical (Medical-Surgical Nursing I)	2

***Spring Semester***

VNSG 1230 Maternal/Neonatal Nursing	2
VNSG 1162 Clinical (Maternal/Neonatal Nursing)	1
VNSG 2410 Nursing in Health & Illness III	4
VNSG 2262 Clinical (Medical-Surgical Nursing II)	2
VNSG 1191 Special Topics: NCLEX Preparation*****	1

**TOTAL CREDIT HOURS: 45**

\* MATH 0304 Intermediate Algebra or MATH 0308 Foundations of Statistics can be satisfied by TSI exam or course completion. MATH 0304 and MATH 0308 are not college level courses and do not carry credit hours towards a degree. Mathematics satisfaction is according to Galveston College requirements. Math course or TSI exam completion must be within 5 years of program start.

\*\* BIOL 2401 and 2402 may be used in place of VNSG 1320 Anatomy & Physiology for Allied Health. VNSG 1320 will not apply towards the LVN to ADN Transition program. Science courses must be within 5 years of program start.

\*\*\* BIOL 1322 Nutrition and Diet Therapy I may be used in place of VNSG 1216 Nutrition. BIOL 1322 or VNSG 1216 may be taken prior to entering the nursing program. Recommended to complete prior to program start.

\*\*\*\* May be enrolled in VNSG 1231 12 months prior to entering the nursing program. RNSG 1301 Pharmacology may be used in place of VNSG 1231 Pharmacology.

\*\*\*\*\* **All students will be required to take and pass a comprehensive exit exam in order to pass VNSG 1191. Students will be offered remediation and may repeat the exam twice.**

+ Science courses must be within 5 years of program start.