Vocational Nursing Program

San Antonio Campus:
1801 Martin Luther King Drive
San Antonio, Texas 78203
(210) 486-2055
Center for Health Professions
Room 100

New Braunfels Campus:
2189 FM 758
New Braunfels, Texas 78130
(210) 486-7402 or (830) 609-2110
Central Texas Technology Center

Nursing Program Website:  www.alamo.edu/SPC/nursing

The Vocational Nursing Program is a 12-month/ three semester program offered at both the St. Philip's College Martin Luther King campus and at the New Braunfels Extension Campus. The Martin Luther King Campus offers both a day and an evening program. The New Braunfels Campus offers only a day program. Classes are held Monday through Friday with some courses offered on-line. Selection of students for the on-line classes is at the discretion of the Vocational Nursing Department. New classes start in January and August at the Martin Luther King campus and in August at the New Braunfels Extension Campus. Due to the full-time requirement of attending classes and clinical rotations (based on 40 hour/week schedule), it is advisable to limit full-time employment while enrolled in the program.

All admission requirements, including submission of the completed application must be met before consideration will be given for admission into the St. Philip's Vocational Nursing Program. Information in this application packet is subject to change without prior notice as deemed necessary to comply with current State and/or College requirements.

Curriculum

The curriculum encompasses courses in fundamentals of nursing, nutrition, gerontology, therapeutic communication, administration of medications, pharmacology, medical-surgical nursing, maternal/newborn nursing, nursing care of children, mental health/mental illness, professional development, and ethical/legal aspects of nursing practice.

The curriculum consists of 47 credit hours and reflects care of the client in a holistic, family-centered perspective throughout the lifespan. Instruction is based on a learner-oriented approach with application of knowledge in order to gain a thorough understanding of the instructional content presented in the classroom, lab and clinical that is required to become a knowledgeable, competent, and safe nursing care provider.

Revised 02.01.13
Clinical Requirements

In order to fulfill the clinical requirements, students are required to attend clinical rotations in San Antonio and its surrounding areas to include but not limited to New Braunfels, Seguin and San Marcos in a variety of public and private health care settings. Transportation to and from hospitals and other assigned medical facilities is the responsibility of the student. **Students should be prepared to travel to any facility deemed appropriate to meet course objectives.**

Expected Outcomes

Upon successful completion of the program, graduates are prepared to demonstrate the Differentiated Essential Competencies (DECs) of Graduates of Texas Nursing Programs under **four main nursing roles:**

1. **Member of the Profession**
   a. Function within the nurse’s legal scope of practice and in accordance with the policies and procedures of the employing healthcare institution or practice setting.
   b. Assume responsibility and accountability for the quality of nursing care provided to patients and their families.
   c. Contribute to activities that promote the development and practice of vocational nursing.
   d. Demonstrate responsibility of continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning.

2. **Provider of Patient-Centered Care**
   a. Use clinical reasoning and established evidenced-based policies as the basis for decision making in nursing practice.
   b. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data.
   c. Report data to assist in the identification of problems and formulation of goals/outcomes and patient-centered plans of care in collaboration with patients, their families, and the interdisciplinary health care team.
   d. Provide safe, compassionate, basic nursing care to assigned patients with predictable health care needs through a supervised, directed scope of practice.
   e. Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.
   f. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.
   g. Implement teaching plans for patients and their families with common health problems and well-defined health learning needs.
   h. Assist in the coordination of human, information, and material resources in providing care for assigned patients and their families.

3. **Patient Safety Advocate**
   a. Demonstrate knowledge of the Texas Nursing Practice Act and the Texas Board of Nursing Rules and emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards.
   b. Implement measures to promote quality and a safe environment for patients, self, and others.
   c. Assist in the formulation of goals and outcomes to reduce patient risks.
d. Obtain instruction, supervision, or training as needed when implementing nursing procedures or practices.
e. Comply with mandatory reporting requirements of the Texas Nursing Practice Act.
f. Accept and make assignments that take into consideration patient safety and organizational policy.

4. Member of the Health Care Team

a. Use clinical reasoning and established evidenced-based policies as the basis for decision making in nursing practice.
b. Assist in determining the physical and mental health status, needs, and preferences of culturally, ethnically, and socially diverse patients and their families based on interpretation of health-related data.
c. Report data to assist in the identification of problems and formulation of goals/outcomes and patient-centered plans of care in collaboration with patients, their families, and the interdisciplinary health care team.
d. Provide safe, compassionate, basic nursing care to assigned patients with predictable health care needs through a supervised, directed scope of practice.
e. Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.
f. Identify and report alterations in patient responses to therapeutic interventions in comparison to expected outcomes.
g. Implement teaching plans for patients and their families with common health problems and well-defined health learning needs.
h. Assist in the coordination of human, information, and material resources in providing care for assigned patients and their families.

Graduates are prepared to:

- Demonstrate responsibility for continued competence in nursing practice, and develop insight through reflection, self-analysis, self-care, and lifelong learning.
- Provide safe, compassionate, basic nursing care to assigned patients with predictable health care needs through a supervised, directed scope of practice.
- Implement aspects of the plan of care within legal, ethical, and regulatory parameters and in consideration of patient factors.
- Implement measures to promote quality and a safe environment for patients, self, and others.
- Communicate and collaborate with patients, their families, and the interdisciplinary health care team to assist in the planning, delivery, and coordination of patient-centered care to assigned patients.
- Demonstrate knowledge of the Texas Nursing Practice Act and the Texas Board of Nursing Rules that emphasize safety, as well as all federal, state, and local government and accreditation organization safety requirements and standards.

Upon successful completion of the program, and meeting Texas Board of Nursing requirements, Vocational Nursing graduates are issued a temporary license from the Texas Board of Nursing permitting them to seek employment as a Graduate Vocational Nurse (GVN) until successful completion of the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN). Students successfully completing the first semester of the 12-month Vocational Nursing Program may apply and test for Certification as Nurse’s Aide and upon successful completion of the second semester, students may apply to test for Certification as a Medication Aide through the Department of Aging and Disability Services.
Admission Requirements

The requirements for admission into the St. Philip's College Vocational Nursing Program are in accordance with the Alamo Colleges admission policies, admission policies of the Vocational Nursing program and policies specified by the Texas Board of Nursing (BON).

1. Complete and submit your admission application: [www.applytexas.org](http://www.applytexas.org). You will then receive a series of e-mails with directions on how to log-in to your Alamo Colleges Education Services (ACES) account to view the “Start Here” Tab for next steps and required MyMap modules: [aces.alamo.edu](http://aces.alamo.edu)
   The St. Philip’s College school code is 003608.
   An active application is required to move forward with the application process for the nursing program.
   The apply Texas application is for admission to the college, not for admission to the nursing program. You will have to complete a separate application for the nursing program.

2. After you complete the MyMap modules, you will be eligible to take a college entrance exam. If you have less than 30 college credit hours, you will be required to meet with our Vocational Nursing Program student advisor.

3. Applicants must have a High School diploma or GED (must show official transcript) and be 18 years of age or older upon completion of the program. Individuals who have completed High School requirements in a foreign country must submit an official High School Transcript translated in English. For information regarding foreign transcript evaluation, contact the International Student Services Office at (210) 486-2876.

4. Applicants must have a minimum of a 2.0 GPA, or the equivalent of a cumulative “C” average, in all college course work and/or high school.

5. All applicants must be pretested (Board of Nursing Rule 214.8-c4). No exceptions to pretest requirements will be granted to applicants with previous college credit or college degrees.

6. The following assessment tests will be accepted: ACT, SAT, Accuplacer, ASSET, or THEA. Scores must be current (within 3 years). All scores must be from one test. Combination scores will not be accepted. (see appendix A)

7. Applicants who do not meet admission requirements based on low test scores will be required to meet with an academic advisor to discuss taking developmental courses such as English, Reading, and/or Math; or to discuss remediation and retesting prior to applying for admission into the nursing program.

8. Submit complete vocational nursing program application with required documents. See application process below.

9. A student enrolled in the Vocational Nursing Program MUST be able to meet the following standards:
   a. Use the senses of vision, hearing, speech and touch. Use of the senses enhances the nurse’s abilities to accurately observe the patient.
   b. Perform psychomotor movements that require coordination of gross and fine muscle movements and equilibrium. Good coordination is necessary for patient safety.
   c. Communicate orally and in writing as well as demonstrate behavior that indicates sensitivity to others.
      Nurses are required to function in highly compassionate areas where integrity, interpersonal skills and concern for others are all desirable personal qualities.
   d. Demonstrate stable emotional health and intellectual activities required to exercise sound judgment. The applicant must be flexible and able to adapt to change and stress.
   e. Demonstrate adequate decision-making and critical thinking skills.
   f. Demonstrate physical health necessary to perform strenuous activities related to patient care which includes moving and lifting (must be able to lift or move MORE than 50 pounds), standing, stooping, bending, and walking for prolonged periods of time.
   g. Provide nursing care to patients with all types of health problems, including communicable diseases such as tuberculosis and HIV/AIDS.
Application Process

1. Complete the applytexas.org application.

2. Complete the required modules in the “Start Here” tab in ACES.

3. Meet with an advisor.

4. Take entrance exam (see appendix A on page 8).

5. If your entrance exam scores meet, or exceed, the requirements in appendix A on page 8, you may then pick up an application for the Vocational Nursing Program. The application must be picked up in person from the Nursing Education Department. Bring your photo ID and test scores, which meet the minimum requirements listed in appendix A, to the Nursing Education Department in order to pick up an application. If you don’t obtain the required entrance exam scores, you will need to meet with the Vocational Nursing Program student advisor.

6. Complete the application packet. Completed application packet must be delivered in person to the St. Philip’s College Nursing Education Department. Mailed in applications will not be accepted. Proof of identification (photo ID and social security card) will be required when turning in application packet. The application will be reviewed for accuracy and completeness. Applicants requesting admission consideration into the New Braunfels extension campus must submit the application directly to the New Braunfels campus.

7. The following items must be submitted, along with the completed application, to the Vocational Nursing Program:
   a. Entrance Test Scores (see appendix A)
   b. Transcripts:
      Submit 2 copies of official transcripts, including high school and college (if applicable). One copy of official transcript should be submitted to the Admissions Office (Records & Registration) and one official copy submitted with nursing program application. If college transcript indicates name of High School attended and graduation date, we do not have to have an official High School transcript. You MUST be a High School graduate or have GED Certificate with GED scores.
   c. Physical Examination Form (with business card of clinic performing the exam)
      A Physical examination by a licensed Physician, Physician’s Assistant or Nurse Practitioner must be submitted. The form is in the application packet.
   d. Immunization Record: Must include documentation of all required immunizations:
      Tetanus (within 10 years),
      MMR (measles, mumps, rubella) – 2 doses
      Varicella (chickenpox) – 2 doses or documented evidence of disease
      Hepatitis B – series of 3 vaccines
      Hepatitis A – series of 2 vaccines
      Meningococcal (meningitis) – required for students under age 30
      Tuberculosis Skin Test (PPD) with negative result (within 1 year)
      If history of positive PPD, Chest X-ray report confirming no active case of tuberculosis (within 2 years) will be required along with TB health questionnaire from healthcare provider
      Serum titers confirming immunity are accepted for Hepatitis A, Hepatitis B, MMR and Varicella.
      *Seasonal vaccines are required by some clinical sites. You are encouraged to get immunized for Influenza during the flu season; however, you may have the option of not participating.
      Understand that if the facility allows, you may don an appropriate, and approved, mask during clinical rotations should you choose not to get immunized with the seasonal flu vaccine.
e. **CPR Card:** Proof of current CPR certification in Basic Life Support for adult, child and infant. American Heart Association (Health Care Provider Course) or American Red Cross (Professional Rescuer Course)
   Internet CPR courses are NOT accepted.

f. **Health Insurance:** Must show proof of health insurance for illness and injury and remain insured throughout the duration of enrollment in the Vocational Nursing Program. Health insurance may be purchased through Alamo Colleges.

g. **Reference Forms:** Three (3) references from current or past employers, supervisors, counselors, teachers (references from family and friends will not be accepted). Reference forms are included in the application packet.

h. **Essay:** 200 word essay on why you want to become a nurse, why you chose St. Philip’s College and what will contribute to your success in completing the nursing program. The essay must be typed, 12 font – Times New Roman.

i. **Photo ID** (current driver license or passport)

j. **Social Security Card**

k. **Proof of Drug Screen** (instructions for drug screen process will be given when application is picked up). Applicants with a positive drug screen will not be admitted to the Vocational Nursing Program.

8. **Criminal Background Check:** All applicants must pass a criminal background check completed by the Texas Board of Nursing before acceptance into the Vocational Nursing Program. Individuals who do not have a clear criminal background check must complete the Declaratory Order process with the Board of Nursing. The Declaratory Order Process permits the Board of Nursing to make decisions regarding an applicant’s eligibility for licensure prior to entering or completing a nursing program. See appendix B (pages 9-10).

9. Individuals notified of acceptance into the Vocational Nursing Program must respond by the deadline date indentified in the notification letter. Applicants who decline admission may re-apply at a later date and must meet all current program requirements at that time.

10. Applications and documents submitted by applicants not accepted for admission or submitted by applicants that decline admission will be destroyed after thirty (30) days unless applicant notifies the Nursing Education Department that he/she wishes to pick up the application and documents.

11. **Application Deadlines:**
   **Completed applications must be submitted by:**
   - Spring Semester Deadline: 2nd Thursday in November
   - Fall Semester Deadline: 2nd Thursday in June

12. The admissions committee reviews all applications and conditional acceptance letters from the Program Director are mailed approximately 2 weeks after the application deadlines.

**Recommendations**

Although not required, **we strongly encourage** completing the following courses **prior to admission**:

- BIOL 2401 Anatomy & Physiology I
- BIOL 2402 Anatomy & Physiology II
- BIOL 1322 Nutrition
- PSYC 2314 Developmental Psychology across the Lifespan
- HITT 1305 Medical Terminology

Revised 02.01.13
**Estimated** Cost for the VN Program and **Subject to change**

<table>
<thead>
<tr>
<th>A. <em>Cost per semester (Bexar County resident)</em></th>
<th>Total Approximate out of District:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$2,100.00</td>
<td>$6,300.00</td>
</tr>
<tr>
<td></td>
<td>$11,000.00</td>
</tr>
</tbody>
</table>

| B. *NCLEX Fee* | $200.00 | $200.00 |
| BON Licensure Fee | $139.00 | $139.00 |
| TOTAL | $6,639.00 | $11,339.00 |

*These fees do not include books, uniforms, or clinical supplies. See College Schedule Catalog for Costs of in-district verses out-of-district tuition and fees/hour.

- Dress code for classroom and skills lab is nursing scrubs (any color or pattern) and closed toe athletic shoes, any color.
- Students are required to purchase the *official school uniform for clinical* (ordering will be done the first week of class/lab). White closed-toe, closed-back shoes are to be worn with clinical uniform.
- Students will be required to purchase “nursing tools” such as stethoscope, bandage scissors, pen light, etc.

**Texas Board of Nursing Licensure Eligibility:**  [www.bon.texas.gov](http://www.bon.texas.gov)

(512) 305-7400
See Appendix B for important information regarding licensure eligibility.
Assessment Tests:

Applicants applying for admission into the Vocational Nursing Program must take any one of the following assessments and pass with the specified minimum scores required for admission into the program. No exceptions will be granted to applicants with previous college credit or college degrees (Board of Nursing Rule 214.8-c4). Practice tests are available on-line at www.testprepreview.com

Applicants who do not meet admission requirements based on low test scores are required to meet with an advisor to discuss taking developmental courses such as English, Reading, and/or Math or to complete review/tutoring and retesting.

For testing dates and times at the MLK Main campus in San Antonio, please contact the Testing Center at (210) 486-2444.

Testing dates are times at the Central Texas Technology Center (CTTC) in New Braunfels are:
Monday through Thursday at 10:00 am; and Thursday at 4:00 pm as well. For more information on testing in New Braunfels, please call (830) 609-2100 or (210) 486-7400.

Practice tests are available on line at: alamo.edu/spc/testing-center/. Click on Study Links. Additional practice tests are also at: www.accuplacer-test.com/ and www.collegeboard.com/student/testing/accuplacer.

The placement test and minimum accepted scores are as follows:

**ACT- American College Test**
- Reading Minimum score 23
- English (writing) Minimum score 19
- Mathematics Minimum score 20

**SAT- Student Aptitude Test**
- Critical Reading Minimum score 500
- Math Minimum score 450

**Accuplacer**
- Reading Comprehension (RC) Minimum score 78
- Sentence Skills (SS) Minimum score 80
- Arithmetic (AR) Minimum score 90
- Elementary Algebra (EA) Minimum score 76
- Essay minimum score of 5 to meet college ready standards, no minimum score required for Vocational Nursing Program

**ASSET- Assessment of Skills for Successful Entry and Transfer Examination (Form- B/C)**
- Reading Minimum score 41
- English (writing) Minimum score 41
- Numerical Skills (NS) Minimum score 46
- Elementary Algebra (EA) Minimum score 50
- Intermediate Algebra (IAS) Minimum score 34

**THEA -Texas Higher Education Assessment**
- Reading Minimum score 230
- Writing Minimum score 220
- Math Minimum score 230

Revised 02.01.13
Appendix B

IMPORTANT INFORMATION REGARDING LICENSURE ELIGIBILITY

Upon successful completion of the Vocational Nursing Program, the Texas Board of Nursing (BON) will determine eligibility for candidates to sit for the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN).

The following is from the application by NCLEX-PN Examination for Licensed Vocational Nurses – Section D Eligibility Questions.

1.) [ ] No [ ] Yes For any criminal offense, including those pending appeal, have you:
   A. Been Convicted of a Misdemeanor?
   B. Been Convicted of a Felony?
   C. Pled Nolo Contendere, No Contest, or Guilty?
   D. Received Deferred Adjudication?
   E. Been Placed On Community Supervision or Court-Ordered Probation, Whether or Not Adjudicated Guilty?
   F. Been Sentenced To Serve Jail or Prison Time? Court-Ordered Confinement?
   G. Been Granted Pre-Trial Diversion?
   H. Been Arrested or Any Pending Criminal Charges?
   I. Been Cited or Charged With Any Violation Of The Law?
   J. Been Subject of a Court-Martial; Article 15 Violation; or Received Any Form of Military Judgment/Punishment/Action?

   (You may only exclude Class C misdemeanor traffic violations.)

   NOTE: Expunged and Sealed Offenses: While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character.

   NOTE: Orders of Non-Disclosure: Pursuant to Tex. Gov’t Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov’t Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about that criminal matter.

2.) [ ] No [ ] Yes Are you currently the target or subject of a grand jury or governmental agency investigation?

3.) [ ] No [ ] Yes Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?
4.) [ ] No [ ] Yes
Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?

5.) [ ] No [ ] Yes
Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

If “YES” indicate the condition:
[ ] schizophrenia and/or psychotic disorders,   [ ] bipolar disorder,
[ ] paranoid personality disorder,               [ ] antisocial personality disorder,
[ ] borderline personality disorder

*Pursuant to the Occupations Code §301.27, information regarding a person’s diagnosis or treatment for a physical condition, mental condition, or chemical dependency is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §304.466.

If you answered “YES” to any of the questions listed above, attach a letter of explanation that is dated and signed indicating the circumstance(s) you are reporting to the Board.

**Background Checks:**
- Applicants for NCLEX and nurses seeking licensure in Texas are required to submit fingerprints for the purpose of obtaining a criminal history from the Texas Department of Public Safety and the Federal Bureau of Investigations. (Section 301.252 (b) and Section 301.252 (e) of the Texas Occupations Code).
- All NCLEX applicants with outstanding eligibility issues that could prevent them from taking the NCLEX examination upon completion of a nursing program are urged to complete a Declaratory Order application. The Declaratory Order process permits the Board of Nursing to make decisions regarding an applicant’s eligibility for licensure prior to entering or completing a nursing program.

**Declaratory Orders:**
A petition for Declaratory Order is a formal disclosure, to the Board of Nursing, of an outstanding eligibility issue that may prevent an applicant from taking the NCLEX examination upon completion of a nursing program.

The Declaratory Order process permits the Board of Nursing to make decisions regarding a petitioner’s eligibility for licensure prior to entering or completing a nursing program.

Texas Board of Nursing contact information:
[www.bon.texas.gov](http://www.bon.texas.gov)
(512) 305-7400

Declaratory Order form:
Appendix C

St. Philip’s College Vocational Nursing Program
Program of Study

Level I

VNSG 1420 Anatomy & Physiology for Allied Health
VNSG 1304 Foundations of Nursing
VNSG 1133 Growth and Development
VNSG 1116 Nutrition
VNSG 1227 Essentials of Medication Administration
VNSG 1331 Pharmacology
VNSG 1323 Basic Nursing Skills
VNSG 1160 Clinical to VNSG 1323

Total Hours: 18

Level II

VNSG 2331 Advanced Nursing Skills
VNSG 1161 Clinical to VNSG 2331
VNSG 1138 Mental Illness
VNSG 1429 Medical – Surgical Nursing I
VNSG 2260 Clinical to VNSG 1429
VNSG 1432 Medical – Surgical Nursing II
VNSG 2261 Clinical to VNSG 1432

Total Hours: 17

Semester III

VNSG 1330 Maternal – Neonatal Nursing
VNSG 2160 Clinical to VNSG 1330
VNSG 1334 Pediatric Nursing
VNSG 2161 Clinical to VNSG 1334
VNSG 1391 Professional Development
VNSG 2162 Clinical to VNSG 1391

Total Hours 12

Revised 02.01.13