

## PMCI Vocational Nursing Program Syllabus

*Professional Medical Careers Institute Vocational Nursing Program*

*Approved by the California Board of Vocational Nursing and Psychiatric Technicians 16 month program – 4 semesters*

### **Course Title: Vocational Nursing Program**

**Semester Credits/ Credit Hours:** *The Board of Vocational Nursing and Psychiatric Technicians (BVNPT) requires a minimum of 1530 hours of training. Each semester at PMCI provides approximately 240 hours of clinical and 150 hours of theory. Each semester is about 15 weeks in duration and about 14 units of study. The clinical portion of the program provides 8 credit hours with theory providing about 5-6 units of credit per semester.*

Lecture Hours: 4 pm until 8:30 pm on Wednesday and Thursday for the PM class and on Monday and Tuesday from 8:30 until 1 pm for the AM class.

**Clinical Practicum Hours:** Each semester provides 240 hours of supervised clinical training in various healthcare settings. The first six weeks of the first semester are in the lab where students learn and practice patient care skills. The program provides about 960 hours of clinical experience.

**Degree:** Graduates will receive a diploma indicating completion of the required education necessary for the vocational nurse.

**Faculty names:** Dr. Helen Taylor, R.N., J.D.; Judy Panczak, R.N., M.A.; Charles Pierson, R.N., BSN; Cheryl Glaus, R.N.; Sandy Joseph, R. N.; M.S.N.; Dr. Valerie Ajiduah, M.D.; Dr. Victoria Thon, Phd.; Pam York, LVN; Leticia McClure, LVN; Florence Rimaldo, LVN, MS; Angela Wilkins, MS.; Robert Hawkins, R.N., B.S.N., Carol Portnoy, R. N. All instructors are approved by the Board of Vocational Nursing and Psychiatric Technicians.

**Faculty contact information:**

E-mail address of Director of Nursing; [taylor7\\_to@msn.com](mailto:taylor7_to@msn.com); [htaylor@pmcicareers.com](mailto:htaylor@pmcicareers.com)

Office number and location: 299 Hillcrest Drive Suite 110

Office days/hours: 8am – 5 pm Monday-Friday

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**Prerequisites/ Co-requisites:** Must possess proof of high school graduation or GED or college diploma; pass nurse entrance exam with a score of 50% or more; must attend a basic structure and function and dosage calculations review and provide a physical showing current immunity to communicable diseases, negative drug screen and PPD skin test. Previous experience in a healthcare related field and/or certification as a CNA is highly recommended. A current CPR card is required and live scan.

**Course Description:**

This course of study provides instruction on utilizing a humanistic approach to provide basic care to patients in a variety of health care settings. Students will understand how health care systems operate and will learn the skills necessary to function safely and efficiently in a health care setting. Students will learn the information and practical skills necessary for taking and passing the NCLEX PN examination.

**Course Objectives:** Academic coursework includes general sciences and nursing courses and will consist of the following content: Anatomy and Physiology; Nutrition; Psychology; Normal Growth and Development; Nursing Fundamentals; Nursing Process; Communication; Patient Education; Pharmacology; Calculations for Medication Administration; Medical-surgical Nursing; Communicable Diseases; Gerontology Nursing; Rehabilitation Nursing; Maternity Nursing; Pediatric Nursing; Leadership and Supervision, Ethics, Culturally Congruent Care, End of Life Care and Critical Thinking.

The curriculum's main focus is on the acquisition of knowledge, clinical nursing skills and application of biological and psychological concepts with special consideration for the unique cultural, social, and spiritual needs of a diverse California population.

**Upon completion of this program it is expected that PMCI's graduate will:**

1. Describe the function and role of a Licensed Vocational Nurse in the health care community.
2. Participate in the nursing process under the guidance of a Registered Nurse or Physician.
3. Communicate effectively, both verbally and in writing, with clients, peers and other members of the health care team.
4. Plan and organize time in order to give care efficiently and professionally in structured settings.
5. Demonstrate professional behaviors that promote the development and practice of vocational nursing.
6. Demonstrate ethical behavior and accountability in the practice of nursing
7. Demonstrate competency in entry-level vocational nurse knowledge and skills for the provision of direct patient care under the direction of a licensed physician or a registered nurse in a variety of health care settings.
8. Participate in health teaching under guidance of an R.N. or physician within the scope of his/her preparation.
9. Demonstrate knowledge of first aid and CPR in selected situations.
10. Demonstrate proficiency in calculations and knowledge of common pharmaceuticals and safely administer a variety of medications.

### **Required titles**

- Rosedale, Caroline Bunker, RN-C, BSN, MA, and Mary T. Kowalski, RN, BA, BSN, MSN. *Textbook of Basic Nursing*. (Ninth ed., 2008)
- Rosdahl, Caroline Bunker, RN-C, BSN, MA, and Mary T. Kowalski, RN, BA, BSN, MSN. *Study Guide to Accompany Textbook of Basic Nursing*. (Ninth ed., 2008)
- Schilling, Judith A., publisher. *Lippincott Manual of Nursing Practice*. (Ninth ed., 2010)
- Davi-Ellen, Chabner, BA, MAT. *Medical Terminology-A Short Course*. (Fifth ed., 2010)
- Edmunds, Winterton Evelyn, Ph.D. *Introduction to Clinical Pharmacology*. (Fifth ed., 2006)
- Karch, Amy M. Lippincott's Nursing Drug Guide. (2010)

### **Course Policies**

Attendance Policy: **Attendance is critical to successful completion of the course**. All modules must be completed. There are three absences allowed. ONLY EXCUSED absences are allowed for illness, verified with a physician's note, jury duty or death of an immediate family member. Three late arrivals count as one tardy. A late arrival is 1-5 minutes. A tardy is 5-15 minutes late. Three tardy arrivals equal one absence. Those who are more than 15 minutes late to lecture or clinical may be asked to go home and take an absence. Those who exceed THREE days of missed lecture or clinical may be asked to repeat the course with another class. Additional absences (more than 3) may be allowed for documented proof of extenuating circumstances.

### **Student Evaluation/ Grading Policies:**

Reading and homework are essential components of PMCI's program. Homework counts for about 2 points per chapter assigned. Tests are given about every 2 weeks and range from 20 points to 50 points. Each module has a final exam. Late work will result in a deduction of points.

**Examination Policy:** A passing grade is 78% on all tests and quizzes. Students may re-take an examination that was missed **but must do so within one week**. Students may re-take up to 50% of the tests given in a module. The student must show proof of remediation, study and completion of all homework prior to a re-take.

**Expectation of Students:** All students are expected to abide by student conduct policies, attendance policies, confidentiality policies and clinical policies. Students are expected to attend all labs, lectures and clinical. They are expected to dress and behave in a professional manner at all times. Students are expected to come to class prepared, having completed all reading and homework assignments.

**Assignments/ Presentations:** Homework is reviewed each week. All reading and assignments must be completed each week to succeed in this program. Students will work in groups to present some assignments in class.

**Credit Granting:** Professional Medical Careers Institute (PMCI) will consider accepting credit from other accredited schools. If credit is accepted the program may be shortened and the tuition reduced accordingly. Whether credits earned at PMCI can be transferred to other institutions is dependent upon the credit granting policy of each individual institution. Transfer credit shall be recognized by PMCI for related previous education completed **within the last five years** at another accredited vocational nursing or registered nursing program. The school will also consider competency based

**Course Schedule for the Vocational Nursing Program**

<b>Level 1</b>	<b>Fundamental of Nursing</b>	5 hours per week for 15 weeks
	<b>Professional Development</b>	5 hours per week for 4 weeks
	<b>Medical Terminology</b>	5 hours per week for 4 weeks
	<b>Nutrition</b>	5 hours per week for 4 weeks
	<b>Pharmacology 1</b>	5 hours per week for 4 weeks
	<b>Clinical externship – basic nursing</b>	240 hours including lab
<b>Level 2</b>	<b>Medical Surgical Nursing 1</b>	5 hours per week for 15 weeks
	<b>Anatomy and Physiology 1</b>	In conjunction with medical surgical nursing
	<b>Pharmacology 2</b>	5 hours per week for 5 weeks
	<b>Geriatrics</b>	5 hours per week for 5 weeks
	<b>Clinical externship – medical surgical nursing, geriatrics</b>	240 hours
<b>Level 3</b>	<b>Medical Surgical Nursing 2</b>	5 hours per week for 15 weeks
	<b>Anatomy and Physiology 2</b>	In conjunction with medical surgical nursing
	<b>Communicable Diseases</b>	5 hours per week for 4 weeks
	<b>Growth and Development</b>	5 hours per week for 4 weeks
	<b>Psychiatric Nursing</b>	5 hours per week for 7 weeks
<b>Level 4</b>	<b>Maternity/Neonatal Nursing</b>	10 hours per week for 6 weeks
	<b>Pediatrics</b>	10 hours per week for 6 weeks
	<b>Leadership/ Nursing in a variety of settings</b>	5 hours per week for 3 weeks
	<b>NCLEX and Exit Exam Preparation</b>	5 hours per week for 3 weeks
	<b>IV therapy class – after completion of program ACLS training after completion of program</b>	Additional cost to cover instruction and supplies

*An Exit exam is required of all students. All students must pass the exit exam with a score of 70% or better and demonstrate that they have a 94-95% chance of passing the NCLEX PN on the first attempt. Students may re-take the exit exam once.*