

LIST OF CLEARANCES

IVC Nursing Program



3-2017

STUDENTS: Please read each section below thoroughly, follow instructions, and begin completing the requirements! **It is imperative that all clearances be completed and all students be in 'Compliance' by the deadlines below. Students may jeopardize their seat in the Nursing Program if any of these clearances remain incomplete SO GET STARTED RIGHT AWAY!** Any questions on these processes, contact Laura Hartsock at 760-355-6348 or laura.hartsock@imperial.edu. Any questions on any of the nursing courses, syllabi, reading materials, class requirements, etc., contact the Course Instructors directly.

Due Dates for completion:

- July 10th – For students admitted in FALL (August)
- January 10th – For students admitted in SPRING (February)

To see the start and end dates of the academic year, click 'Courses & Programs' tab of the IVC homepage www.imperial.edu

Area	Description
BACKGROUND CHECK & DRUG SCREEN	<p>Log on to the website below and begin with the background check & drug screen. Review instructions carefully. You will incur a cost so have your credit card ready.</p> <p>Website http://www.sdnahcbackground.com/</p>  <p>Make sure all personal information is accurate before submitting. Once you have completed this process, start completing the rest of your clearances.</p>
CPR – BASIC LIFE SUPPORT FOR HEALTHCARE PROVIDERS	<p>Contact the following agencies to obtain a CPR card for Healthcare Providers. The card must be from the American Heart Association.</p> <ul style="list-style-type: none"> - El Centro Regional Medical Center - 760-370-8521 - Pioneers Memorial Healthcare District - 760-351-4499 - Online classes available from AHA website; check-off required from an AHA-approved Instructor. Instructor David Barham available to conduct classes and check-off – 760-960-1046 http://cpr.heart.org/AHA/ECC/CPRAndECC/Training/HealthcareProfessional/BasicLifeSupportBLS/UCM_476242_HeartCode-BLS.jsp - Other vendors: www.medicfirstaidcpr.com or 760-455-3832 
TB, FLU, VACCINATIONS & PHYSICAL EXAM	<p><i>Students visit the IVC Student Health Center (SHC) for these requirements, or their own doctor. The SHC is located behind the Library, Building 1500, Room 1536, phone 760-355-6310 or https://www.imperial.edu/students/student-health-center/. Students should note the following:</i></p> <ul style="list-style-type: none"> • All documentation is verified by the IVC SHC first before submitting to the Nursing Office. • Copies, once verified, are submitted to the Nursing Office within the designated deadlines. • The TB Screen and Flu Shot are required every year. TB is every 12 months (from the initial date of testing) and Flu during flu season (October to March). It is the student's responsibility to maintain these dates and submit updates to the Office. Students cannot attend clinical if updates are not on file. This includes students who have had a chest x-ray and need to update their paperwork either with the SHC or their doctor. • TB requirements vary depending on the clinical site. The test must be administered by an RN, nurse practitioner, or physician. • Vaccinations – 2-step MMR, Tdap, Hepatitis B, and Varicella – are verified through the SHC and copies submitted to the Nursing Office. Pending dosages, vaccinations may be pending but verification is still required.

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<p>Students should have Sections A, B, and C below completed and ready one (1) week before class. To view the College calendar for start and end dates of the academic year, click 'Courses & Programs' tab at www.imperial.edu</p>	
<p>A. Student Uniform and Accessories</p>	<p>The required student uniform is as follows:</p> <ul style="list-style-type: none"> - RN – 'True Red' v-neck scrub top and black scrub pant, black tennis shoes - LVN – navy blue v-neck scrub top and scrub pant, white tennis shoes <p>Accessories include – refer to the Nursing Student Handbook for details and additional accessories:</p> <ul style="list-style-type: none"> - RN - IVC name badge, patch, and one hash mark - LVN – IVC name badge and patch <p>The IVC name badge is purchased during the <u>first week</u> of classes and after you have registered. Cost is \$5. One (1) RN or LVN patch is provided free during NURS 080. Additional patches sold at Phoenix Uniforms in El Centro. Students may be required to wear their uniform on the first day of class so have it ready! The name badge can be purchased at a later time.</p>
<p>B. Required Textbooks</p>	<p>The list of required and recommended textbooks will be provided by the Course Instructor on the syllabus. If possible, a list will be sent ahead of time by the Office. These textbooks are in addition to the ATI CARP Package.</p>
<p>C. Nursing Program Student Handbook – Required Forms</p>	<p>The Nursing Student Handbook is your reference and resource manual to program policies and procedures that pertain to the program such as grading, attendance, withdrawal, grievances, professionalism, objectives, student conduct; uniform, testing requirements, and more. The handbook has been updated and the new handbook will be posted by 10/31/16 on the Nursing website at http://www.imperial.edu/courses-and-programs/divisions/health-and-public-safety/allied-health-department/. Students <u>will be required</u> to verify they have read and understood the content of the new handbook. The forms below require the student's signature – forms are submitted to Laura in Nursing Office 2155:</p> <ul style="list-style-type: none"> - Nursing Education Code of Student Conduct - Simulation and Skills Lab and Signature Page - Release of Information - Social Network Policy
<p>NURS 080 – Introduction to Nursing</p>	<p>NURS 080 is the orientation course that prepares the student for the Nursing Program. This course is the only course that will guide the student to know what to expect so it is imperative that students enroll and get all the required information. Alternate students are invited to join the class. NURS 080 is offered Winter & Summer and students register on their own. The course outline is available online http://imperial.curricUNET.com/Report/Course/GetReport/1845?reportId=75</p>
<p>ATI CARP Package – Comprehensive Assessment & Review Program</p>	<p>The 'CARP' package are modules in specialty areas taught within the Nursing Program – the package includes online assessments and practice tests. Refer to ATI website for detailed information on these modules https://www.atitesting.com/Solutions/DuringNursingSchool/ComprehensiveAssessmentAndReviewProgram.aspx This package is purchased directly from ATI and is mailed directly to the student. Payment information will be provided to students by ATI and distributed during NURS 080.</p>
<p>Registration - Nursing Classes</p>	<p>When it comes time to register for classes, the student registers as follows:</p> <p>RN1 - NURS 107 and 109 RN2 – NURS 127, 128, and 123 RN3 – NURS 217 and 223 Summer or Winter – NURS 219 RN4 – NURS 227 VN1 – VN 110, 112, 114, and 116 VN2 – VN 120 and 122 VN3 – VN 130 and 132</p> <p>When registering for VN, ALL classes must be checked <u>at the same time</u>. Any issues with registration are cleared through Admissions & Records.</p>
<p>Nursing Learning Center (NLC)</p>	<p>The NLC is open and available to students needing tutorial assistance with assignments. Enrollment in NURS 081, NURS 082, NURS 083, or NURS 084 is recommended for all students.</p>
<p>Lab Fee</p>	<p>A lab fee is required and is added to the student's account after registering for classes. This fee applies to 1st and 2nd semester supplies. Financial aid does <u>not</u> cover this fee. Students will receive a supply kit in 1st and 2nd semesters.</p>
<p>List of Estimated Expenses</p>	<p>A list of estimated expenses is posted on the Nursing website.</p>