



PSYCHIATRIC TECHNICIAN PROGRAM

Fall 2018 INFORMATION PACKET

NEXT CLASS BEGINS: August 20, 2018

(ORIENTATION DAY FRIDAY JULY 13TH, 2018 FROM 6:00 AM TO 8:00 AM, THEN ONLINE JULY 14TH THROUGH JULY 27TH, 2018)

APPLICATION PERIOD:

APRIL 16, 2018- MAY 31, 2018

APPLICATION DEADLINE:

MAY 31, 2018 BY NOON (NO EXCEPTIONS!!!)

MARCH 19, 2018:

Applications will be available on the West Hills College Coalinga Health Careers web-site or in the Health Careers office. Health Careers Office is open M-F from 8:30AM-2:30PM.

THE FOLLOWING GUIDELINES MUST BE FOLLOWED TO BE CONSIDERED FOR THE AUGUST 2018 QUALIFIED APPLICANT POOL:

- Must be **18 years old** or older at time of Application Submission
- Must be a **registered student** at West Hills College
- Copy of **current Driver's License or ID Card**
- Copy of **Social Security Card**
- Copy of **High School Diploma or GED**
 - **ALL FOREIGN TRANSCRIPTS MUST BE EVALUATED** (see page 6 of information packet)
- **COLLEGE TRANSCRIPTS** – All transcripts must be submitted with the Psychiatric Technician Program Application. **No in progress grades, notes or emails will be accepted** (NO EXCEPTIONS!)
 - **WEST HILLS COLLEGE** – One (1) Un-Official Transcript
 - **ALL OTHER COLLEGES** – One (1) **Official, Un-Opened Transcript** for each college attended
 - Official Transcripts are to **remain sealed** only to be opened by West Hills College Staff
 - **ALL FOREIGN TRANSCRIPTS NEED TO BE ELAVUATED** (see page 6 of information packet)
- **Placement Test Scores**
- **Veteran Status Eligibility – Copy of DD214 Required**

PROGRAM PRE-REQUISITES

- 1.) Active California Certified Nursing Assistant License
- 2.) HS-080 "Introduction to Medical Professional" 2 units with a grade of a "C" or better
- 3.) HS-088 "Medical Terminology for Health Careers" 2 units with a grade of a "C" or better
- 4.) VNPT-090 "Math for Medical Professionals" 1 unit with a grade of a "C" or better
- 5.) ENGLISH 51A (WHC Course or Equivalent) 3 units with a grade of a "C" or better

PLACEMENT TESTS (*Placement Tests can be submitted in lieu of English 51A Pre-Requisite Coursework*)

- Must place into the following classes:
 - English 1A or 51B (WHC)
 - **Placement Tests are required only if Pre-Requisite Course work has not been completed**



QUALIFIED APPLICANT POOL PROCESS:

All applicants are screened by West Hills College Counselors. Applicants who meet the criteria of the Psychiatric Technician Program are placed into Qualified Applicant Pool phase. Upon submittal deadline, qualified students are chosen by a computer generated process, as governed by the Board of Vocational Nursing and Psychiatric Technicians (BVNPT).

RECORDS OF CONVICTION:

Students convicted of felonies or misdemeanors such as assault, fraud, chemical dependencies or are on probation when you enter the program, may choose to reconsider applying for the Psychiatric Technician Program. Upon being accepted into the program, students will be required to pass a background check, which includes drug screening and fingerprinting. Students who have a record of conviction as listed above, that is not expunged from the student's background, will not be able to attend clinical rotations. If you have concerns about your background, you can visit: http://www.bvnpt.ca.gov/enforcement/enforcement_faq.shtml#a1

PSYCHIATRIC TECHNICIAN LABOR MARKET INFORMATION:

The following links will provide additional information regarding Psychiatric Technician Careers.

[HTTP://WWW.LABORMARKETINFO.EDD.CA.GOV/OCCGUIDES/DETAIL.ASPX?SOCCODE=292053&GEOGRAPHY=0601000000](http://www.labormarketinfo.edd.ca.gov/OccGUIDES/DETAIL.ASPX?SOCCODE=292053&GEOGRAPHY=0601000000)

[HTTPS://WWW.ONETONLINE.ORG/LINK/DETAILS/29-2053.00](https://www.onetonline.org/link/details/29-2053.00)



PSYCHIATRIC TECHNICIAN PROGRAM
COURSE CONTENT

Mandatory – Must attend 1st day of orientation and submit assignments online as directed.

SEMESTER 1 (Nursing Science)	SEMESTER 2 (Developmentally Disabled)	SEMESTER 3 (Psychiatric Nursing)
<ul style="list-style-type: none"> ❖ Basic Human Needs ❖ Vital Signs ❖ Standard Precautions ❖ Communicable Disease, including HIV ❖ Asepsis, Isolation ❖ Medication Administration ❖ Documentation ❖ Daily Care Skills ❖ Skill Competencies Related to Specific Illnesses ❖ Introduction to Disease Process ❖ Care of the Geriatric Patient ❖ Care of the Dying Patient: Hospice ❖ Care of the Cancer Patient ❖ Care of the Surgical Patient ❖ Care of the Child ❖ Therapeutic Relationships, Communication Skills ❖ Basic Nutritional Needs ❖ Anatomy and Physiology & Common Disorders & Nursing Care: <ul style="list-style-type: none"> • Circulatory System • Muscular/Skeletal • Urinary System • Endocrine System • Integumentary System • Nervous System • Gastrointestinal System • Reproductive System ❖ Pharmacology 	<ul style="list-style-type: none"> ❖ Introduction to Intellectual Disabilities ❖ Psychosocial Aspects of Disability ❖ History & Legislation ❖ Growth & Development ❖ Community Resources ❖ Trends in Care ❖ Behavior Modification ❖ Sensory Motor Development ❖ Cerebral Palsy ❖ Epilepsy ❖ Anticonvulsant Medication ❖ Nutrition and the Developmentally Disabled ❖ Definitions & Classifications of Intellectual Disability ❖ Genetics ❖ Etiologies: <ul style="list-style-type: none"> • Pre & Postnatal Causes of Intellectual Disability • Chromosomal Anomalies • Gestational Anomalies • Infections Intoxication's • Trauma • Metabolic • Nutritional • Endocrine • Gross Brain • Environmental ❖ Communication ❖ Critical Thinking ❖ Cultural Diversity ❖ Pharmacology 	<ul style="list-style-type: none"> ❖ Mental Health ❖ Nursing Process ❖ Clinical Documentation ❖ Interpersonal Relationships ❖ Communications ❖ Assertive Training ❖ Interviewing, Videotaping ❖ 1:1 Therapy ❖ Group Dynamics ❖ Community Mental Health ❖ Patient Rights ❖ Theory of Personality Development ❖ Cultural Diversity ❖ Adaptive Mechanisms ❖ Defense Mechanisms ❖ DSM Classifications ❖ Vocabulary ❖ Institutionalization ❖ Therapeutic Modalities ❖ Affective Disorders ❖ Anxiety Disorders ❖ Personality Disorders ❖ Addictive Behaviors ❖ Eating Disorders ❖ Psychosexual Disorders ❖ Human Sexuality ❖ Forensic Nursing ❖ Criminal Personality ❖ Burnout ❖ Pharmacology ❖ Leadership/Supervision



PSYCHIATRIC TECHNICIAN PROGRAM

PROGRAM COSTS

COSTS UPON ACCEPTANCE TO THE PROGRAM

DESCRIPTION OF CHARGES	*RESIDENCY FEES	
	CALIFORNIA	OUT OF STATE
Drug Screen and Background Check	\$65.00-\$90.00	\$65.00-\$90.00
Live Scan (fingerprinting)	\$49.00	\$49.00
Registration: (In State fees) \$46.00/Unit (out of state) \$362.00/unit		
PROGRAM ORIENTATION (3 days – must attend all days) – 1.5 Units	\$69.00	\$543.00
SEMESTER #1 – Nursing Science - 18.5 Units	\$851.00	\$6,697.00
SEMESTER #2 – Developmentally Disabled – 18.5 Units	\$851.00	\$6,697.00
SEMESTER #3 – Psychiatric Nursing – 18.5 Units	\$851.00	\$6,697.00
Textbooks	\$485.00	\$485.00
Miscellaneous Supplies (paper, testing supplies etc.) \$30 Per Term	\$90.00	\$90.00
Uniforms (Required to purchase 2 sets - \$45.00/set)	\$90.00	\$90.00
Shoes	\$75.00	\$75.00
Watch	\$30.00	\$30.00
<i>(These items may be purchased at Campus Book store or location of your choice. Must be in accordance with the selected style):</i>		
1. Uniform color must be Hunter Green		
2. Shoes must be all white – including stitching and emblem color (No canvas or porous material)		
3. Watch must include 2nd hand		
Skills Lab Bag	\$105.00	\$105.00

COMPLETION COSTS - FINAL TERM

Approximate State Licensing Exam Application (due prior to end of final term):		
Application Processing Fee	\$150.00	\$150.00
FBI Fingerprint Processing Fee	\$24.00	\$24.00
DOJ Fingerprint Processing Fee	\$32.00	\$32.00
Agency Fee	\$25.00	\$25.00
**TOTAL ESTIMATED PROGRAM COSTS	\$3,838.00	\$21,879.00

FINANCIAL AID

Applicants should contact the **West Hills Community College Financial Aid Office** regarding various sources of educational funding.

You can also contact your local One Stop office for possible additional assistance if eligible.

- Workforce: (559) 935-7880 (Fresno County)
- JTO: (559) 585-3532 (Kings County)
- Veterans Employment-Related Assistance Program: (559) 707-3842



PSYCHIATRIC TECHNICIAN PROGRAM **FOREIGN DOCUMENTATION GUIDELINES**

All foreign educational records (**High School Diploma, College Records**) must be evaluated by an official accredited evaluation service. Evaluations must be official, sealed reports including U.S. educational equivalency for terms, degrees, course listings, and semester credit hours. Most agencies classify this as a “**course by course report**”.

TRANSCRIPT EVALUATION AND TRANSLATION SERVICES

WORLD EDUCATION SERVICES

ADDRESS: Bowling Green Station, P.O. Box 5087, New York, NY 10274-5087

PHONE: (212) 966-6311

FAX: (212) 739-6100

WEB ADDRESS: www.wes.org

EDUCATIONAL CREDENTIAL EVALUATORS, INC.

ADDRESS: P.O. Box 514070, Milwaukee, WI 53203-3470

PHONE: (414) 289-3400

FAX: (414) 289-3411

WEB ADDRESS: www.ece.org

AMERICAN EDUCATION RESEARCH CORPORATION

ADDRESS: P.O. Box 996, West Covina, CA 91793-0996

PHONE: (818) 339-4404

FAX: (818) 339-9081

WEB ADDRESS: www.aerc-eval.com

THE FOREIGN EDUCATIONAL DOCUMENT SERVICE

ADDRESS: P.O. Box 4091, Stockton, CA 95204

PHONE: (209) 948-6589

FAX: (209)937-0717

INTERNATIONAL EDUCATION RESEARCH FOUNDATION, INC.

ADDRESS: P.O. Box 3665, Culver City, CA 90231-3665

PHONE: (310) 258-9451

FAX: (310) 342-7086

WEB ADDRESS: www.ierf.org

NORTHERN CALIFORNIA TRANSLATORS ASSOCIATION (NCTA)

ADDRESS: P.O. Box 14015, Berkeley, CA 94712-5015

PHONE: (510) 845-8712

FAX: (510) 883-1355

WEB ADDRESS: www.ncta.org

SOUTHERN CALIFORNIA AREA TRANSLATORS AND INTERPRETERS

ADDRESS: P.O. Box 802696

PHONE: (818) 725-3899

FAX: (818) 340-9177

WEB ADDRESS: www.scatia.org