

## M E M O R A N D U M

DATE: January 15, 2008

TO: All Students Entering Nursing Process 4

FROM: Lead Instructors - Nursing Process 4  
Diane Cline, Professor  
Sally Thibeault, Assistant Professor

CC: Associate Instructors

RE: Spring 2008

This is to inform you about the Orientation Schedule on Monday, February 11, 2008—the first day of the semester. This will be an orientation day. Be prepared to spend the entire day. Dress in your clinical uniform.

February 11, 2008	
TIME	ITEM
7:30 - 8:30 AM	Nursing Program Orientation (Required) SAC - Upstairs
8:45 AM -12:00 PM	Orientation to NP4 in AH (32) 1 Meet with Clinical Instructors
12:00 – 1:00 PM	Lunch
1:00 – 5:00 PM	Hospital Orientation

The first clinical day will be Tuesday, February 12<sup>th</sup>. Your first lecture day will be Wednesday, February 13<sup>th</sup> and will be on Community Health. Please refer to the calendar in your study guide.

**REMINDER: January 25th is the last day to take math calculations test with 100% pass.**

**ALLIED HEALTH/NURSING COMPUTER LAB  
WINTER SESSION HOURS/MATH TESTING  
1/7/08 – 1/25/08**

	MON	TUE	WED	THUR	FRI
Hours	8:00AM - 12:30 PM & 1:45 PM - 5:00PM	8:00AM - 12:30 PM & 1:45 PM - 5:00PM	8:00AM - 12:30 PM & 1:45 PM - 5:00PM	8:00AM - 12:30 PM & 1:45 PM - 5:00PM	CLOSED IN AM & 1:45 PM - 5:00PM

ALL STUDENTS having a clinical rotation at DVH, BCH, SMMC and VVCH are **required** to complete Accu Check documentation on Thursday February 7, 2008 in the AH building, from 8:30 am – 9:30 pm. Room location will be posted on the bulletin board in foyer

Enclosed are the following documents:

- Welcome to Nursing Process 4
- Texts
- Clinical Rotation Schedule
- Group List
- Community Health Rotation Schedule

Please review everything, if you have any questions, leave me a voicemail at 245-4271, Ext. 2340.

DC/lk

# Welcome to Nursing Process 4



## **REGISTRATION**

Section #18629– Nursing Process 4 (NURS 224)

Class Days/Times: MON & WED 7:55 AM-12:15 PM.

Students are required to be registered by the first day of class. Assessment fee of \$57.00 will be charged for scheduled exams.

## **GROUP LIST & CLINICALS**

Clinicals will be held on Tuesdays for everyone and will start the first week of school - Please be prepared. At orientation, you will get instructions for the first clinical day from your clinical instructor. Enclosed is the Clinical Rotation Schedule for the first 9 weeks, the Group List, and a Community Health Rotation Schedule. The number after your name on the Group List corresponds to the Community Health Rotation Schedule. **Because of clinical requirement processing, there will be no switching of groups.**

## **STUDY GUIDE**

The Nursing Process 4 Study Guide is currently available on disk, in the bookstore. **Please bring your NP4 Study Guide and Nursing Student Handbook with you the first day of class.**

## **PHYSICAL DOCUMENTATION REQUIREMENTS & LIABILITY INSURANCE**

Please initial and attach the Required Documents Submission Checklist (distributed at the end of last semester) and submit with any applicable documentation by January 31<sup>st</sup>.

- **Current CPR.** (As needed. Cannot expire between February and June)
- **PPD/Liability Insurance** – If you entered the program in 2<sup>nd</sup> semester or repeated the 3<sup>rd</sup> semester, you will need a current PPD and you will need to pay for liability insurance (\$13.00). Pay for this at the Bursar's Office when you pay for your classes. Submit a copy of the receipt to the Nursing Office.

**Victor Valley College  
Associate Degree Nursing Program  
Nursing Process 4 (NURS 224)  
SPRING 2008**

**TEXT LISTING**

In addition to the textbooks required for previous semesters, the following are required for Nursing Process 4 (NURS 24).

AUTHOR	TITLE	ISBN	PUBLISHER
State of California	Nursing Practice Act 2006	Online <a href="http://rn.ca.gov/practact/nursingpract.htm">rn.ca.gov/practact/nursingpract.htm</a>	State of California
Tappen	Essentials of Nursing Leadership & Management	0-8036-1568-X	Mosby
Meiner & Lueckenotte	Gerontologic Nursing	978-0-323-03146-2 0-323-03146-3	Mosby

**CLINICAL ROTATION SCHEDULE**  
**SPRING 2008**

<b>GROUP</b>	<b>2/11/08-4/21/08</b>	<b>Community*</b>	<b>Preceptorship**</b>	<b>Hours</b>
<b>1</b>	M/S – ST. BERNADINE'S TUE 7 AM – 7 PM DIANE CLINE  (9 X 12 = 108)	7:30 AM – 5:00 PM 3 DAYS AS ASSIGNED * SUSAN BIEWEND  (3 X 8 = 24)	ASSIGNED CLINICAL SITE OF A PRECEPTOR **  (126 HRS)	Clinical (9x12) ..... 108 Preceptorship + Meetings ..... 126 Community ..... 24 Orientation & ATI Assessment Tests..... 14 Total ..... 272
<b>2</b>	M/S – DESERT VALLEY HOSPITAL TUE 7 AM – 7 PM SALLY THIBEAULT (9 X 12 = 108)	7:30 AM – 5:00 PM 3 DAYS AS ASSIGNED * SUSAN BIEWEND  (3 X 8 = 24)	ASSIGNED CLINICAL SITE OF A PRECEPTOR **  (126 HRS)	Clinical (9x12) ..... 108 Preceptorship + Meetings ..... 126 Community ..... 24 Orientation & ATI Assessment Tests..... 14 Total ..... 272
<b>3</b>	M/S – ARMC TUE 7 AM – 7 PM SHERI BADDERS (9 X 12 = 108)	7:30 AM – 5:00 PM 3 DAYS AS ASSIGNED * SUSAN BIEWEND  (3 X 8 = 24)	ASSIGNED CLINICAL SITE OF A PRECEPTOR **  (126 HRS)	Clinical (9x12) ..... 108 Preceptorship + Meetings ..... 126 Community ..... 24 Orientation & ATI Assessment Tests..... 14 Total ..... 272
<b>4</b>	M/S – ST. MARY MEDICAL CENTER TUE 7 AM – 7 PM YOLANDA AUSTIN (9 X 12 = 108)	7:30 AM – 5:00 PM 3 DAYS AS ASSIGNED * SUSAN BIEWEND  (3 X 8 = 24)	ASSIGNED CLINICAL SITE OF A PRECEPTOR **  (126 HRS)	Clinical (9x12) ..... 108 Preceptorship + Meetings ..... 126 Community ..... 24 Orientation & ATI Assessment Tests..... 14 Total ..... 272
<b>5</b>	M/S – ARMC TUE 7 AM – 7 PM NANCY THALE (9 X 12 = 108)	7:30 AM – 5:00 PM 3 DAYS AS ASSIGNED * SUSAN BIEWEND  (3 X 8 = 24)	ASSIGNED CLINICAL SITE OF A PRECEPTOR **  (126 HRS)	Clinical (9x12) ..... 108 Preceptorship + Meetings ..... 126 Community ..... 24 Orientation & ATI Assessment Tests..... 14 Total ..... 272

(BRN REQUIRED HOURS = 272)

\*Community Health Rotation Schedule distributed separately.

\*\*Preceptorship – Clinical site and preceptors will be assigned. This schedule will vary (Sun-Sat) depending on the Preceptor's schedule  
**THIS SCHEDULE MAY CHANGE DUE TO FACILITY REQUESTS.**

**MONDAY, 2/11/08**

7:30 AM– 8:30 AM – GENERAL ORIENTATION – SAC (UPSTAIRS)

8:30 AM – 12:00 PM – NP 4 ORIENTATION & LECTURE – RM 1

1:00 PM– 5:00 PM – HOSPITAL ORIENTATION

GROUP 1 – ST. Bs – DIANE CLINE

GROUP 2 – DVH – SALLY THIBEAULT

GROUP 3 & 5 – ARMC – SHERI BADDERS & NANCY THALE

GROUP 4 – SMMC – YOLANDA AUSTIN

KEY

ARMC – ARROWHEAD REGIONAL MEDICAL CENTER

BCH – BARSTOW COMMUNITY HOSPITAL

DVH – DESERT VALLEY HOSPITAL

SMMC – ST. MARY MEDICAL CENTER

HOLIDAYS

FRIDAY, FEBRUARY 15, 2008 – LINCOLN DAY

MONDAY, FEBRUARY 18, 2008 – WASHINGTON DAY

FRIDAY, MARCH 21, 2008 – SPRING BREAK DAY

MONDAY, APRIL 7, 2008 – FRIDAY, APRIL 11, 2008 – SPRING BREAK

MONDAY, MAY 26, 2008 – MEMORIAL DAY

**CLINICAL GROUPS**

<b><u>Group 1 – St. Bernadines</u></b>	<b><u>Group 2 - Desert</u></b>	<b><u>Group 3 - Arrowhead</u></b>
Alplacador, Janice 1 Barraza, Esther 8 Chassie, Michelle 9 Eliot, Shelly 26 Faxon, Angelique 19 Lopez, Marysol 6 Morris, Lori 29	Ariaga, Donna 2 Bryan, Sharon 33 Estrada, Roy 3 Luu, Benjamin 20 Plaxon, Andrea 14 Webb, Deborah 31	Avila, Tanya 24 Brennan, Traci 17 Evans, Kaila 4 McGowan, Emily 11 Olney, Maxine 13 Padilla, Elena 22
<b><u>Group 4 – St Marys</u></b>	<b><u>Group 5 - Arrowhead</u></b>	
Barboza, David 16 Cowan, Traci 15 Flynn, Beverly 27 Hisey, Cathy 10 Mann, Michelle 28 McKinley, Robin 21 Wilson, Robin 32	Chavez, Deici 25 Elliott, Rick 18 Hartuno, Fifi 5 Mendoza, Abigail 12 Tarbell, Selina 23 White, Michelle 7	

NOTE: The number next to your name corresponds to the Community Rotation Schedule.

COMMUNITY ROTATION SCHEDULE

FACILITY	2/21	2/22	2/29	3/6	3/7	3/14	3/27	3/28	4/4	4/18	4/22	4/25
	TH	F	F	TH	F	F	TH	F	F	F	TU	F
<b>BARSTOW CASE MANAGEMENT</b> Hours 0800-1630 Liz Hazelbaker, RN (760) 256-1761 555 So. 7th Ave. Barstow	1			9			3					
<b>BARSTOW VNA</b> Hours 0800-1630 Cheryl Walker, RN (760) 256-2553 222 E. Main Street, Suite 112 Barstow				1			9		3			
<b>BARSTOW HOSPICE</b> Hours 0800-1630 Cheryl Walker, RN (760) 256-2553 222 E. Main St. Suite 112 Barstow							1		9		3	
<b>ST. MARY CASE MGMT</b> Hours 0800-1630 Contact: Sherry Gutierrez (760) 242-2311, Ext. 8356 18300 Highway 18 Apple Valley	4 24	5 25	6 26	7 27	8 28	2 29	10 30	11 31	12 32	13 33		
<b>VICTORVILLE VNA</b> Hours 0800-1630 Patti Oxenberg, RN (760) 962-1966 12441 Hesperia Road, Suite 11 Victorville		4 24	5 25	6 26	7 27	8 28	2 29	10 30	11 31	12 32	13 33	

FACILITY	2/21	2/22	2/29	3/6	3/7	3/14	3/27	3/28	4/4	4/18	4/22	4/25
	TH	F	F	TH	F	F	TH	F	F	F	TU	F
<b>VICTORVILLE VNA HOSPICE</b> Hours 0800 - 1630 Sue Mendez, RN (760) 962-1966, Ext. 277 12441 Hesperia Rd. Suite 11 Victorville			4 24	5 25	6 26	7 27	8 28	2 29	10 30	11 31	12 32	13 33
<b>DESERT VALLEY CASE MANAGEMENT</b> Hours 0800 - 1630 Vereen Moore (760) 241-8000 ext 8331 16850 Bear Valley Rd. Victorville	14	15	16	17	18	19	20	21	22	23		
<b>VICTORVILLE VNA</b> Hours 0800-1630 Patti Oxenberg, RN (760) 962-1966 12441 Hesperia Road, Suite 11 Victorville		14	15	16	17	18	19	20	21	22	23	
<b>COMMUNITY HOSPICE OF VICTOR VALLEY</b> Hours 0800-1630 Margaret Sanders (760) 946-4730 16147 Kamana Road Apple Valley			14	15	16	17	18	19	20	21	22	23

Please contact facility the day prior to your visit. Wear appropriate street clothes with lab jacket and name badge to all facilities except St. Mary's Medical Center Case Management, where full uniform is required.

No open toed shoes or jeans are allowed.

Most facilities allow your school uniform. Check when you make contact.

Facility coordinator: Susan Biewend, Cell: 835-7749, EMAIL: [tweetaz@aol.com](mailto:tweetaz@aol.com)