

## CALIFORNIA BOARD OF REGISTERED NURSING (BRN) POLICY ON DENIAL OF LICENSURE

The California Board of Registered Nursing protects the public by screening applicants for licensure in order to identify potentially unsafe practitioners. The law provides for denial of licensure for crimes or acts which are substantially related to registered nurse qualifications, functions, or duties. A crime or act meets the criterion if, to a substantial degree, it evidences present or potential unfitness to perform nursing functions in a manner consistent with the public health, safety or welfare. Examples of acts which have resulted in denial of licensure are recent DUIs and acts of domestic violence. Students will be required to submit documents related to any previous convictions. They will also be required to report any traffic violation resulting in a fine greater than \$1000.00, even if the violations have been expunged/removed from the applicant's criminal record. See more detailed guidelines at the BRN website, [www.rn.ca.gov](http://www.rn.ca.gov).

The Board may deny licensure on the basis of:

- Conviction of crime substantially related to the practice of nursing.
- Any act involving dishonesty, fraud, or deceit with intent to substantially benefit self or another or to substantially injure another.
- Any act which is grounds for revocation of a license.
- Making a false statement on the application for license.
- Breach of examination security.

The Board considers most convictions involving sex crimes, drug crimes, and crimes of violence to be substantially related to nursing practice. Board regulations list examples of such crimes or acts to include, but not be limited to:

- Assaultive and abusive conduct.
- Failure to comply with mandatory reporting requirements.
- Theft, dishonesty, fraud and deceit.
- Convictions or acts resulting in registration under Section 290 of the Penal Code.

If a student in this Program has been convicted of a misdemeanor or felony crime, or had a nursing license disciplined, he/she must meet **with the Interim Associate Dean of Nursing the Senior Dean of Allied Health and Nursing** prior to entering the nursing program for **confidential** advisement and planning for licensure. In this manner, students have the opportunity to explore other career options prior to investing substantial time in a nursing program if it appears that a prior serious act or conviction may jeopardize licensure due to its substantial relationship to the practice of nursing. Please note that students whose background check is flagged with active probation for any offense, will be asked to step out of the program. Clinical agencies will not accept students who are serving probation. Students may re-apply to the program when the probation is completed and after the background check is cleared.

If the Board determines that an act or crime is substantially related to the practice of nursing, then it is the responsibility of the applicant to present sufficient evidence of rehabilitation.

When considering denial of license, the Board takes into account the following criteria to evaluate the rehabilitation of the applicant. (California Code of Regulations, Section 1445).

1. Nature and severity of the acts or crimes.
2. Additional subsequent acts.
3. Recency of acts or crimes.
4. Compliance with terms of parole, probation, restitution, or other sanctions.
5. Evidence of rehabilitation submitted by applicant.

The Board has developed the following list of suggested evidence of rehabilitation for applicants whose licensure is in question.

<b>GROSSMONT COLLEGE NURSING</b>
<b>ADMISSION AND ONGOING REQUIREMENTS POLICY</b>
Effective: 06/2015 Reviewed: 06/2016; 07/2017; 06/2018; 06/2019; 09/2019 Revised: 07/2017; 06/2018; 09/2019
Interim Associate Dean of Nursing

**Students will be expected to provide a Social Security Number once they are accepted** into the Nursing program. Students must be officially registered for the required nursing courses at the designated date set by the Nursing Office. Students will not be permitted in the clinical area if they are not officially registered and do not have current immunizations and TB clearance, CPR certification, Malpractice Insurance, Background check and drug screen and verification of the required HIPAA and Standard precautions passing scores.

**BACKGROUND:**

The health care industry has continued to change significantly over the past few years. There has been an increase in the number of patients who are admitted to acute care facilities who are older and more acutely ill. In addition, there continues to be a growing elderly population with multiple chronic health problems and there have been expanded opportunities for healthcare to move out of the hospital and into the community. Nurses continue to be the frontline of health care providers. In order to meet the demands of the healthcare systems, to provide students a positive educational opportunity and to be in compliance with regulatory bodies, the Nursing Program at Grossmont College has the following policies:

**POLICY:**

- ✓ **Medical/Recreational Marijuana:**  
**Most clinical health facilities will not accept students using medical /recreational marijuana or its derivatives. Inasmuch as clinical rotations are required for all students, Grossmont College is unable to accept or retain students into the Grossmont College Nursing Program who are currently using or plan to use marijuana, including medical marijuana, during their enrollment in the Grossmont College Nursing Program.**
- ✓ **Compliance Tracking:**
  - Students will be notified of the due date in writing in the New Student Requirements packet.
  - Failure to submit any requirements prior to a class or clinical day will result in a class and/or clinical absence and possible dismissal from the nursing program.

Students in the nursing program use Complio compliance tracking system to upload and track all compliance requirements for the nursing program. Complio compliance tracking system is a subscription that students are required to pay for. Students are expected to always be in compliance with all requirements including **immunizations, malpractice insurance and CPR certification** in order to continue in the nursing program. Students have the responsibility and are held accountable to maintain their currency with their immunizations, particularly TB. Detailed information on how to register for the use of this system is distributed with the New Student Requirements Packet.

- ✓ **CPR Requirements:**
  - Students are required to have a current **American Heart Association (AHA) Basic Life Support (BLS) Provider** card.
  - In the case cards are not being issued, students are expected to upload proof of the CPR requirement

to the Complio Compliance Tracking system.

- No other organization cards (**other than American Heart Association**) will be accepted.
- A copy of the CPR card must be entered into the Complio compliance tracking system (see compliance tracking information above).
- Students are required to maintain current CPR certification while in the Nursing Program.
- Students have the responsibility to submit copies of CPR renewal into the Complio tracking system.
- Students cannot attend nor practice in the clinical setting without a current American Heart Association BLS Providers-card on file at all times.
- Online CPR classes are acceptable if the course has an online portion **and** a skills validation portion at an authorized **American Heart Association Training Center**.

✓ **Malpractice Insurance:**

- Students are required to have current malpractice insurance and students have the responsibility to upload the proof of insurance to the Complio tracking system (see Compliance tracking information above).
- Students have the responsibility to upload copies of malpractice insurance renewal to the Complio tracking system.
- Students cannot attend nor practice in the clinical setting without current malpractice insurance coverage on file at all times.
- The minimum coverage for professional liability is \$1,000,000/occurrence and \$3,000,000/general aggregate.

✓ **LVN Students:**

- LVN to RN students are responsible for providing and maintaining a current LVN License.
- Malpractice insurance: when applying for malpractice insurance the LVN to RN student is expected to carry both LVN and Student RN malpractice insurance coverage (*Dual coverage on the same policy may be available*).

✓ **Background Check and Drug Screen:**

- Students are required to undergo a background check and a urine drug screening test before starting the nursing program.
- Students are expected to assume the cost of the background check and drug screen (*See separate section in this Student Handbook, "Background Check and Drug Screen"*).
- **Should a student's background check return with a flag, there is a possibility that some of the clinical agencies may deny student placement and in that case, the student may have to withdraw from the Nursing Program.**
- Students who know or anticipate receiving a flag on their background check or urine drug screen are expected to contact **the Interim** Senior Dean of Allied Health and Nursing as soon as possible.
- If a test needs to be repeated, students are expected to follow the guidelines set by the clinical agencies.
- **Affiliating clinical agencies may require additional testing (drug screening).**
- **Students absent from the Nursing program for one full semester or longer will be required to obtain a repeat background check and urine drug screen prior to re-entry.**

*(Summer is not included in the definition of a semester gap).*

✓ **Physical Exam:**

- A physical exam is acceptable if completed within 6 months prior to the first day of

class. Some clinical agencies may require an annual physical exam.

- Students are expected to have the forms filled out for their physical exam by their Healthcare provider (**the forms should be signed or stamped by the healthcare Provider**) and uploaded to the Complio compliance tracking system. The forms are located on the Nursing website at <http://www.grossmont.edu/nursing>.

✓ **Changes to Personal Information:**

- It is the students' responsibility to submit changes of personal information [name, address, telephone and/or cell numbers, email address, etc.] to each of the following: the Nursing Department, current instructors and Admissions and Records (**changes should be submitted in writing**).

✓ **Emergency Contact Information:**

- Students have the responsibility to update any changes in name, address, telephone and/or cell numbers, email addresses and emergency contacts as soon as possible through the campus online system and to the Nursing Office.
- Students have the responsibility to provide emergency contact information to the Nursing Office and are expected to keep the information provided up to date.

✓ **Email: Please note: All communication from the Nursing Office is conducted via email and critical information related to the Nursing program is sent via email on a regular basis.**

- Students are expected to have an email address (the College provides students with email accounts if necessary).
- Students are expected to submit their email addresses and any subsequent changes to the Nursing Office and to their instructors.
- Students are expected to make email address changes through the campus online system.
- Students are expected to obtain a Grossmont College email\*, Gmail, or an account from another provider. Due to difficulties with Hotmail and Yahoo systems, students with Hotmail or Yahoo accounts may not be able to receive communications from the Nursing Office.
- Students who are currently enrolled in the Nursing Program are expected to check their email on a daily basis.

\*GCCCD email accounts are only valid and usable when a student is registered in a Grossmont College course; therefore, communication between the student and the Nursing Program faculty and staff will not be available until a student is enrolled in a class.

<b>GROSSMONT COLLEGE NURSING</b>
<b>DISMISSAL POLICY</b>
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Interim Associate Dean of Nursing

**BACKGROUND:**

The nursing faculty of the Grossmont College Nursing Program has an academic, legal and ethical responsibility to protect the members of the public and the health care community from unsafe or unprofessional nursing practices. Within this context, a student in the nursing program may be dismissed from the program for practices that in the judgment of the faculty warrant such action. **Students who are dismissed for unsafe clinical practice or a violation of professional, legal or clinical conduct, are not eligible for re-admission to the nursing program.**

**POLICY:** A student may be subject to dismissal from the Nursing Program based on, but not limited to, the following:

**Unsafe Clinical Practice:**

- Examples of unsafe clinical practice may include but are not limited to the following:
- a. Failure to display stable mental, physical or emotional behaviors (s) which may affect the well-being of others.
  - b. Failure to follow through on a mandatory remediation plan.
  - c. Acts of omission/commission in the care of patients, including but not limited to physical, mental or emotional harm, medication errors and near-misses.
  - d. Lack of verbal and/or psychomotor skills necessary for carrying out safe nursing skills.
  - e. Lack of adequate orientation or theoretical preparation or appropriate supervision/assistance when attempting activities/skills/procedures.
  - f. Behavior that endangers a patient, staff member, peer or instructor’s safety. (**NOTE:** this does not have to be a pattern of behavior and students can be subject to dismissal for a single occurrence).
  - g. Failure to wear personal protective equipment in the clinical setting when the patient situation warrants that safety protection.
  - h. Failure to follow instructions by clinical faculty that result in negative consequences to the patient.

**Violations of Professional, Legal or Ethical Conduct:**

- Examples of violations of professional, legal or ethical conduct may include but are not limited to the following:
- a. Dishonesty.
  - b. Falsification of patient records.
  - c. Interpersonal behaviors with facility staff, co-workers, peers or faculty which result in miscommunications or disruption of patient care and /or unit functioning.
  - d. Failure to follow through on a behavioral contract.
  - e. **Failure to maintain patient confidentiality according to HIPAA regulations-this includes using cell phones to take pictures within or outside clinical facilities.**

- f. Any act of academic fraud.
- g. Any violation of the *Student Code of Conduct* per the College Catalogue or *Civility Policy* within the Nursing Program.

**PROCEDURE:**

- The instructor will communicate the problem area (s) to the Assistant Director of Nursing.
- Documentation will include a description of the behavior and the status of the patient if appropriate.
- The student has the option to provide written input.
- If a student is dismissed, the student will have an opportunity to meet with the Assistant Director of Nursing and/or **the Interim Associate Dean of Nursing Interim Senior Dean of Allied Health of Nursing** and the faculty member involved to share the student's perception of the problem.
- The lead instructor and/or teaching team and Assistant Director of Nursing and/or the Interim Associate Dean of Nursing will then confer and present recommendations to the student both verbally and in writing.
- **Should a student display unsafe clinical practice or have a violation of professional, legal or ethical conduct, the student may be dismissed immediately and the student may be ineligible for re-entry into the Grossmont College Nursing Program.**
- All students dismissed from the Nursing Program are required to schedule an exit interview with the Assistant Director of Nursing or the Interim Associate Dean of Nursing to discuss their options.
- Following the exit interview, the student will receive a written copy of the exit interview.

**Course Failure:**

The following are examples in which a student may receive a failing course grade. The list is not all inclusive and there may be other circumstances for which a student could receive a course failure.

- a. Failure to obtain an average of 75% on all exams.
- b. A theory grade less than 75% for the course.
- c. Unsatisfactory clinical performance on the final clinical evaluation (**A clinical failure results in a course failure despite the grade achieved in the theory portion of the course.**)
- d. Unsafe clinical performance.
- e. Unprofessional clinical performance.
- f. Lack of completion of all required community service hours or graded/non-graded assignments. Students receiving a course failure must exit the Nursing Program and schedule an exit interview with the **Interim Associate Dean of Nursing** or the Assistant Director of Nursing.
- Students failing a nursing course who have not been dismissed from the Nursing Program due to unsafe clinical practice or a violation of professional, ethical or legal behaviors will be eligible to re-apply to the Nursing Program **one (1) additional** time on a space available basis.
- If a student has not completed the required courses for the major (English 120 or 124; Math 103 or higher; Sociology 114 or 120; Psychology 120; and Communications 122), the student must do so before re-entry will be considered.
- These courses must be completed within one year of the exit date.

<b>GROSSMONT COLLEGE NURSING</b>
<b>OPPORTUNITIES FOR STUDENT FEEDBACK POLICY</b>
Effective: 06/2015 Reviewed: 06/2016; 06/2017; 06/2018; 06/2019; 09/2019 Revised: 06/2016; 09/2019
Interim Associate Dean of Nursing

### **BACKGROUND:**

A value deeply rooted in the Grossmont College Nursing Program is the right and responsibility of the individual student to evaluate his/her learning needs. Additionally, students are encouraged to offer solutions to areas in which they see the need for improvement. Students need to understand the value of giving constructive feedback which is objective and non-judgmental, encourages discussion and learning and allows a positive course to unfold. Student feedback is solicited throughout the nursing program and the Nursing Faculty welcome student input and utilize student suggestions as they strive to provide excellence in nursing education. The ability to deliver constructive feedback in nursing is an essential component of a life-long profession in nursing.

### **POLICY:**

- Students are invited to serve on Nursing Program Committees and to attend Nursing Faculty Meetings to give their opinions and suggestions.
- Serving on Nursing Program Committees is optional; however student participation is essential for program improvement.
- All students can attend the Nursing Faculty Meetings and voice their suggestions and opinions in a respectful manner. Students can opt to verbalize their concerns to their student class representatives who will bring student concerns to the faculty at the monthly faculty meetings.
- The class representatives have the responsibility to serve as liaisons between their class and the nursing faculty.
- Students are required to formally evaluate each course with a written evaluation.
- Students are able to evaluate areas of the program including texts, instruction and instructional methods, course content, ability to meet student learning outcomes, clinical facilities, and clinical experience.
- Course evaluations are anonymous.
- Students complete on-line evaluations before or after class on computers provided by the Nursing Department.
- Students may also be required to complete paper and pencil evaluations before or after class. Proctors (typically the Assistant Director of Nursing) will administer these types of evaluations.
- Any concern that a student may have regarding class or clinical lab should be resolved by first seeking a meeting with the respective faculty member. If the situation is not resolved, the student, the faculty member or both may request a meeting with the Assistant Director of Nursing. **(Please see Appeals Process Policy)**.
- Data are analyzed and distributed to faculty for review and discussion for any necessary changes to the Nursing Program.

<b>GROSSMONT COLLEGE NURSING</b>
<b>STUDENT ADMISSION WITH PRIOR CONVICTIONS POLICY</b>
Effective: 06/2016 Reviewed: 06/2016; 06/2017; 06/2018; 08/2019, 09/2019 Revised: 07/2016; 08/2019, 09/2019
Interim Associate Dean of Nursing

**BACKGROUND:**

A past criminal history may be a significant barrier to placement in clinical rotations, hence, the ability to complete the nursing program, and may have a negative impact on a nursing graduate's ability to obtain a license to practice nursing.

**POLICY:**

- Applicants with a criminal history must make an appointment to meet with **the Interim Associate Dean of Nursing the Senior Dean of Allied Health and Nursing** prior to application to the nursing program. Any student who fails to disclose criminal history at the time of application will be disqualified as an applicant to the program.
- There should be at least one year time passed since the **completion** of any imposed probation or modification of a condition at the time of application.
- The Program has the right to request documentation of completed probation in the case of imposed probation or modification of a condition.
- Applicants with a record of substance abuse or conviction of violations of federal, state or local laws related to controlled substances, alcohol or other drugs or any offense (misdemeanor or felony) should know that they may not be eligible for licensure as a registered nurse.
- Students who are in rehabilitation for any violation that includes **active probation** will be asked to withdraw from the program. Students may re-apply to the program once probation is completed and the background check is cleared (without flags for active probation).

Factors the California Board of Registered Nursing considers include the following:

- Nature and severity of the act(s), offenses, or crime(s) under consideration.
- Actual or potential harm to the public.
- Prior disciplinary record.
- Number and/or variety of current violations.
- Mitigation evidence.
- Rehabilitative evidence.
- In case of a criminal conviction, compliance with the conditions of sentence and/or court-ordered probation.
- Overall criminal record.
- Time passed since the act(s) or offense(s) occurred.

The nursing application may not be accepted from students with **pending** criminal charges, a conviction of a felony or misdemeanor (other than a minor traffic offense), or entry into a diversion program for a criminal offense, including but not limited to:

- Abuse (Adult, Elder and/or Child).
- Domestic Violence.



- Recent DUI or DWI currently serving probation.
- Lewd conduct.
- Sex crimes (Adult and/or Child).
- Medicare/Medicaid fraud or abuse.
- Battery.
- Theft.
- Failure to pay taxes.
- Sale or use of controlled substances.
- Students who incur new infractions while in the nursing program will be required to meet with the Interim Associate Dean of Nursing the Senior Dean of Allied Health and Nursing to discuss options.

(Adapted from State of California Board of Registered Nursing: Recommended guidelines for disciplinary orders and conditions of probation, 2003).

<b>GROSSMONT COLLEGE NURSING</b>
<b>EXTERNSHIPS/STUDENT WORK EXPERIENCE POLICY</b>
Effective: 06/2015 Reviewed: 06/2016; 06/2017; 06/2018; 06/2019; 09/2019 Revised: 09/2019
Interim Associate Dean of Nursing

**BACKGROUND:**

Externships and /or work experiences provide opportunities for students to gain additional clinical experiences in medical-surgical and post-partum areas, by working in a paid or unpaid status under direct supervision of a clinical preceptor. Additionally, student externships and/or student work experiences assist students to experience acceptance in a work situation appropriate to their potential as future registered nurses. Externships and /or student work experiences prepare students in nursing to assume responsibilities of full –time employees with respect to performance requirements, policies, and procedures of a health care agency. Externships and/or student work experiences encourage retention through provision of supplemental practice experience in the workplace

**POLICY:**

- The hiring facility will determine placement in the facility for externships or work experience.
- A faculty liaison provides guidance through review of objectives, consultation with the preceptor and periodic meetings with the student.
- Externships and student work experiences may be limited due to facility constraints, lack of preceptors or faculty scheduling conflicts.
- Students may not be hired by the facility as an extern without enrolling in Nursing 251, Nursing 252 or Nursing 253 and without having a faculty sponsor.
- Students are responsible to contact the faculty liaison before applying for an externship and /or work experience.

**REQUIREMENTS FOR EXTERNSHIPS:**

- Externships are open to students who have completed their third semester.

- Students must be in good academic standing (students who are receiving passing grades in class and clinical and are not on contract or probation of any type) in order to apply for and continue their externship (students must have a grade of “C” or higher in Nursing 130 and be approved by nursing faculty).
- If a student receives a failing grade on an examination or weekly clinical evaluation, the student will no longer be considered to be in good academic standing.
- If a student requires more supervision than is designated in an externship and/or work experience, the student will need to withdraw from the work externship and/or work experience program.

**PRIOR TO STARTING EXTERNSHIPS:**

- Students are expected to attend an orientation meeting with the faculty coordinator of the extern program.
- Students are expected to have an identified faculty advisor.
- Students have the responsibility to have an approved clinical schedule by the faculty advisor and the extern’s preceptor/clinical supervisor.

**SPECIALITY AREAS:**

- An externship and /or work experience in a specialty area such as psychiatric-mental health, emergency department, intensive care units and other critical areas will only be considered on an individual basis.
- Students requesting placement in a specialty area have the responsibility to submit a written request with rationales and specific clinical objectives to the Assistant Director Clinical Coordinator who will direct the paperwork to the appropriate externship and /or work experience faculty for consideration.
- Externships and /or work experience hours must be completed within the semester in which the student is registered (**All students must complete extern/work experience hours prior to final exam week**).

The student may be assigned more than one preceptor during the externship and/or work experience

**SECTION VIII: STUDENT SERVICES**

**Nursing Department Offices and Contact Information**

The Nursing Office is located in Building 34 North, Room 256 (Health Professions). Phone: 619-644-7301, FAX: 619-644-7904. The Nursing classrooms and laboratories are located in the Health and Physical Science Building 34 South. Faculty offices and phone numbers are as follows:

<b>Sr. Dean of Allied Health and Nursing</b>	<b>Phone</b>	<b>Office</b>			
TBD-Nancy P. Saks	644-7149	258			
<b>Faculty</b>	<b>Phone</b>	<b>Office</b>	<b>Faculty</b>	<b>Phone</b>	<b>Office</b>
Aliyev, Gabi Interim Associate Dean	644-7096	269	Maloy, Lisa Clinical Coordinator	644-7099	268
Babini, Sarah	644-7450	264	Morris, Rhonda Assistant Director of Nursing	644-7885	267
Brooks, Peter	644-7049	264	Ngo-Bigge, Angela	644-7319	266
Dyal, Andrea	644-7350	268	Shadroff, Valerie	644-7452	267
Falsetta, Joanne	644-7429	266			
Harrison, Michelle	644-7428	269			
<b>Student Success Advisors</b>					
Medina, Judy	644-7061	277			
Amy McVeigh	644-7318	277			

## **NURSING DEPARTMENT STUDENT RESOURCES**

- **STUDENT SUCCESS ADVISORS:** The Nursing department have two part-time student success advisors to help students be successful in the Nursing Program. They are involved in a variety of activities, with the goal of enhancing the support of nursing students through carefully planned assessments and interventions, including referrals to internal and external resources.
- **NURSING MENTORSHIP PROGRAM:** In the Grossmont College School of Nursing Mentorship Program, peers are able to serve as facilitators of success. Both mentors and mentees achieve professional and personal growth, while developing relationships with other nursing students. Mentees will benefit from reduction in anxiety, improved academic performance, and an expanded support system, while mentors develop leadership and professional skills and will receive recognition for their contributions to the program. *(Specific Student Mentorship Guidelines are available from the Student Success Advisor. They are also posted on the Nursing Website).*
- **NURSING SKILLS LAB:** The Nursing Skills Lab is located in Room 34-213. A regular tutoring schedule is posted. Students with special requests for tutoring should notify the lead instructor. Students must have faculty supervision when practicing invasive skills in the skills lab unless otherwise indicated from the instructor.
- **HEALTH PROFESSIONS LAB:** The Health Professions Technicians [Pat Murray (644-7316) and Dan Lopez (644-7309)] are located in Room 34-220. They are available to assist the students and faculty with the equipment and technology resources available in the nursing department.
- **HEALTH PROFESSIONS COMPUTER LAB:** Is available to all health professions students. A variety of computer programs are available including the NCLEX-RN simulation. Call 644-7316 or 644-7309.
- **CALIFORNIA NURSING STUDENTS' ASSOCIATION (CNSA):** The Nursing Program has an active chapter of CNSA, which is affiliated with the National Student Nurses' Association. The club sponsors many activities and services that contribute to the professional development of nursing students. Please see the advisor or one of the club officers for information about joining CNSA.

## **GCCCD STUDENT RESOURCES FOR THE NURSING PROGRAM**

- **COUNSELING CENTER:** 644-7208 Student Services building 10. The Counseling Center is staffed with professional counselors trained to assist with education and career planning and personal counseling. In addition to the counseling center, there is an academic counselor in the Allied Health and Nursing office one day/week who is available for current and future Allied Health and Nursing students.
- **STUDENT HEALTH SERVICES:** 644-7192, Griffin Center building 60. The Health Services Office coordinates matters concerning student health fees, illness assessments and treatment, health counseling, first aid, vision and hearing screening, substance abuse and eating disorder counseling, health screenings, immunizations, laboratory testing including HIV tests and blood pressure monitoring. In addition, a Mental Health Counselor is now available on a full-time basis for all Grossmont College students at 644-7195.
- **LEARNING AND TECHNOLOGY RESOURCE CENTER:** 644-7361. The Learning and Technology Resource Center (LTRC) is the large building in the center of the campus. It is organized into the Library, the Reserve Reading Room, the TECH Mall, the Media Desk, and the Tutoring Center. Any registered student can use any of the many services. The TECH Mall has 160+ computers and the entire library offers wireless Internet access. The student can view audiovisual materials at the Media Center on the second floor. Librarians can assist with research papers and general questions. For more information on the library and the TECH Mall as well as library hours, etc., go to [www.grossmont.edu/techmall](http://www.grossmont.edu/techmall).

- **REGISTRATION FOR USE OF TECH MALL COMPUTERS**

Each semester, the student must register at the Tech Mall information desk for use of the computers and other services in the Tech Mall. In order to register, the student must bring proof of registration and a course syllabus for the course(s) they are currently in. The Tech Mall staff will give a registration/"Add" card after they see the proof of registration and the syllabus.

- **TUTORING CENTER**: 644-7387. The Tutoring Center is located on the second floor of the Learning and Technology Resource Center. Currently enrolled students may use the Tutoring Center. Academic tutoring is available at no cost.
- **ACCESSIBILITY RESOURCE CENTER (ARC)**: 644-7112. Griffin Center building 60. Accessibility Resource Center department provides services for students who have mobility, visual or hearing impairments; who need speech assistance; or who need assessment, remediation and individualized tutoring due to a diagnosed learning disability. Also available are special spelling and writing skills classes, test taking assistance, and registration assistance.
- **FINANCIAL AID**: 644-7129. Students may apply for financial aid in the form of grants, scholarships, loans and work study. Applications for financial aid are available in the Financial Aid Office. Scholarship opportunities are posted in the Financial Aid Office, Student Services building 10. See the Financial Aid Policy in this handbook
- **VETERANS AFFAIRS OFFICE**: 644-7165. Griffin Center building 60. The Veteran's Affairs Office serves the needs of veterans who qualify for educational benefits.
- **ASSOCIATED STUDENTS OF GROSSMONT COLLEGE (ASGC)**: 644-7604. Griffin Center building 60. The ASGC Government Program offers students opportunities in self-government as well as a general means for campus involvement and problem-solving on an intra- and inter-campus basis.

Many other services are available on campus. Please refer to the *Grossmont College Catalog*, the *Grossmont Student Handbook*, the Counseling Office, nursing faculty or the Assistant Director of Nursing for additional assistance. We are here to help you succeed in achieving your career goals.

Please note that in Spring 2020 there will be a change in titles of the following courses:

**Nursing 120 – Fundamentals of Nursing** will replace Introduction to Nursing: Theory and Practice

**Nursing 132 – Obstetric and Pediatric Nursing** will replace Maternal/Newborn and Child Health Nursing













