

## Philosophy

The philosophy of MELC School of Licensed Practical Nursing Program is to develop in each student a desire to render safe and effective physical and emotional care under the supervision of qualified nursing or medical personnel.

The nurse's role is to assist the patient with health care needs. These needs include promotion of wellness, administration of care during illness, rehabilitation from disability and support of death with dignity. Practical nursing is an essential part of nursing and contributes significantly to the health care of the patient.

Learning experiences are structured to proceed from simple to complex. The teaching - learning process is a vehicle for the acquisition of knowledge. The student must assure the active role of learner with the instructor as the facilitator of learning. Learning is enhanced by a structured environment that recognizes individual difference, encourages critical thinking and facilitates self-understanding.

Practical Nursing education is an active process that incorporates cognitive as well as psychomotor skills in a variety of settings under qualified supervision. Nursing education's primary goal is the development of a nurse with a strong theoretical base as well as competent clinical skills.

Graduates are valued members of the health care team. Faculty strive to keep abreast of current changes in society's health care trends in order to serve as role models and keep learning up to date. Students are encouraged to continue learning after graduation as they strive for continued excellence in their profession.

## Discrimination Prohibited

As required by federal laws and regulations, the Mingo County School District does not discriminate on the basis of the Protected Classes of race, religion, color, national origin, ethnicity, ancestry, sex (including transgender status, change of sex, or gender identity), pregnancy, age, blindness, disability, veteran status, military status, genetic information, socioeconomic status, physical appearance, sexual orientation, mental/physical/developmental/sensory disability or any other characteristic protected by law (collectively, "Protected Classes") in employment or in the administration of and access to any of its educational programs or activities. Please report any concerns to the Title IX Coordinators: Rocky Hall or Leah Wireman, Mingo County Schools 110 Cinderella Road Williamson, WV 25661 Phone: 304-235-3333 Email: Rocky Hall-rahall@k12.wv.us or Leah Wireman-lwireman@k12.wv.us If you have web accessibility issues, please contact: Virginia Lee Taylor-Mounts @ vmounts@k12.wv.us or 304-235-3333.

## Cost of Program

Phase I	\$3,650.00
Phase II	\$2,095.00
Phase III	\$2,165.00
Total Cost	<b>\$7,910.00</b>

**\*\*Costs are subject to change**

## Financial Aid

Mingo Extended Learning Center does currently participate in the Federal Financial Aid Pell Grant program. Financial assistance is also available through West Virginia Job Service Office (WIA Program), Kentucky residents can apply through Eastern KY CEP, Inc. office. The staff also works with WV & KY Rehabilitation Offices and Veterans Affairs Offices. See Kristi Davis, M.Ed. (ext.7402), financial aid advisor, or Nina Hatfield (ext.7401), Ex. Secretary, for additional information.

## Tuition Refund

The following is the refund policy for tuition if a student should drop out of the program:

- First and Second Weeks 90%
- Third and Fourth Weeks 70%
- Fifth and Sixth Weeks 50%

No refund will be given after six weeks.

## Projected Disbursements:

Phase 1: December 20, 2024

Phase 2: March 21, 2025

Phase 3: June 20, 2025

We are accredited by the Council on Occupational Education, West Virginia Department of education approved program, and Provisional Accreditation by the West Virginia Board of Examiners for Practical Nursing.

Mingo Extended Learning Center School of Practical Nursing is operated by Mingo County Board of Education as an adult preparatory program sponsored by the West Virginia Department of Education Division of Technical and Adult Services. The program is provisionally accredited by the West Virginia Board of Examiners for Practical Nurses and fully accredited by the Council on Occupational Education (COE), 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350. One class will be admitted annually beginning in August. Each year approximately 25 students are selected to begin an intensive twelve month program to prepare for a career as a practical nurse.

**School of  
Practical Nursing**  
Mingo Extended Learning Center  
165 Bulldog BLVD  
Delbarton, WV 25670  
(304) 475-3347



**MINGO EXTENDED  
LEARNING CENTER**

**"Nursing is A Work of Heart"**

**The mission of the Mingo Extended  
Learning Center is to equip students with  
21st century workplace skills.**



Mingo Extended Learning Center is accredited by the Commission of the Council on Occupational Education. For information write to: Executive Director, Commission of the Council on Occupational Education, 7840 Roswell Road, Bldg. 300, Suite 325, Atlanta, GA 30350 or submit comments via the council website ([www.council.org](http://www.council.org).)

## Career Opportunities

This course offers a variety of attractive career opportunities. Duties and roles may vary according to the setting. Students are thoroughly prepared to hold positions in nursing homes, doctors' offices, hospitals, home health and private duty. As an L.P.N., you will have such direct responsibilities as giving medications and treatments, reporting and recording patients' responses, direct bedside care, and working in a team relationship with registered nurses, physicians and/or dentists.

After graduation, you will be required to pass the West Virginia State Board of Examiner for Practical Nursing. This Board reserves the right to refuse to admit applicants to the licensure examination that have been convicted of a crime, habitually intemperate, addicted to use of habit-forming drugs, or mentally incompetent.

## Admission Information

All applicants must meet the following requirements:

- Complete a TEAS exam with a minimum score determined by the Mingo Extended Learning Center School of Practical Nursing staff.
- Complete Interview and receive acceptance.
- Complete all pre-entrance requirements.

## Staff Directory

Mark Dean, CTE Administrator

Nina Hatfield, Ex. Secretary

Tammy Gilman, LPN Coordinator

Connie Hager, LPN Instructor

Cassandra Collins, LPN Instructor

Kristi Davis, Financial Aid Advisor

Alicia Marsico, Exam Coordinator

Hazel Murphy, Custodian

## Admissions Requirements

- Must complete a pre-admissions physical, a PPD or chest x-ray, immunizations as recommended by the Center for Disease Control, Rubella Titer (vaccine required if negative), and a dental examination. Must complete a drug/alcohol screen. Receipt of results indicating the presence of any amount of any substance for which the student has NO legal, valid prescription and/or for a non-prescription substance not declared prior to the drug/alcohol screen shall be grounds for immediate dismissal. Applicants must submit to a Criminal History Records Check at this time.
- Have evidence of good physical and mental health. Must be physically active and able to lift 50 pounds frequently.
- Students must complete 135 hour boot camp consisting of Med. Terminology, Anatomy, OSHA Safety, Med. Math, AES Modules, Health Science Module. Students must pass with 80%.

## Program of Instruction

The program is designed for 1350 clock hours over a twelve-month period. We divide the curriculum into three phases. Courses include the following:

### Phase I:

- Personal Vocational Relationship - Aids the student in the transition of roles from a lay person to a nurse. We include ethics and legal aspects of nursing. The student will learn the role of the L.P.N. in community health and make students aware of healthcare needs that they provide to the public. The course aids the student in understanding the basic social, physical and emotional needs of the patient and teaches the student basic skills of communications using verbal and non-verbal forms of behavior.
- Fundamentals of Nursing - We teach students the technical procedures involved in caring for the hospitalized patient.
- Anatomy and Physiology - The student is taught the structure and functions of the framework and organs that comprise the human body.

- Pharmacology - Students, under supervision, give oral, injectable and other forms of medications in the clinical area.
- Nutrition - Fundamentals of nutrition is included with diet therapy.
- Medical Surgical Nursing - Different body systems with respect to illness, injury and health care are studied. Pharmacology and nutrition are integrated as they pertain to the body systems.

### Phase II:

- Medical Surgical Nursing, Integrated Anatomy, Nutrition, and Pharmacology Continue
- Obstetrics - Pre-natal care, labor and delivery, postpartum care of the mother and care of the newborn are studied in class while students are rotated through the clinical facilities.
- Pediatric Nursing - Normal growth and development of the child from birth through adolescence are studied. Students provide care to an ill child in the hospital and to the healthy and disabled child in other settings.

### Phase III:

- Psychiatric Nursing - Deals with the mental health concepts and deviations that result in mental illness. Clinical experience is provided at Highlands Hospital in Charleston, WV.
- Medical Surgical Nursing Continued
- Personal Vocational Relationships II - A course teaching the student career opportunities and responsibilities, job seeking and keeping skills.
- Geriatrics Nursing - Various aspects of elder care are taught including physical and psychological aspects and illnesses common to the elderly. Clinical experience is provided in the area nursing home and skilled nursing facility.