

Thank you for your interest in the Allan Hancock College EKG / Monitor Observer program. This certificate course prepares a nurse to function in the role of monitor observer for those patients requiring continuous EKG monitoring.

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## **PROGRAM**

The graduate of the Certificate of Accomplishment in Nursing: EKG/Monitor Observer will:

- Identify the role and responsibilities of the monitor observer as a member of the health care team.
- Recognize normal electrical patterns of the heart.
- Recognize life-threatening abnormal rhythms of the heart.
- Apply monitor leads correctly.
- Explain the use of the cardiac monitor as a diagnostic and monitoring tool.

You must have a current, valid and unencumbered California CNA certificate, LVN license OR RN license in order to apply to the program. This semester the EKG program will be online-live. You will be given more details in your acceptance email and from the Canvas class once registered.

Requirements to be in the program are:

- Computer access
- Reliable internet
- ECG calipers

Students are also expected to be familiar with Canvas, Microsoft Word, and PDF documents.

## **APPLICATION REQUIREMENTS AND ADMISSION**

A completed application packet consists of the following:

- One page application filled out in its entirety
- A copy of your current, valid and unencumbered California CNA Certificate, LVN license or RN license with the application.

Once the office receives all completed application packets, a randomized lottery will take place. Students who are given a seat will be notified via EMAIL (email address you provide on this application only) as to your status by the end of the day **May 31, 2024**. You will be REQUIRED to reply to the email to be unblocked to register. Failure to reply will result in losing your spot in the class. A waitlist will only be maintained until the last day to add and will not carry over to the next offering. Uniforms are not needed for this course.

Please review the contents of this application thoroughly prior to submitting your application and supporting document. If you have questions regarding the EKG/Monitor Observer Certificate and/or specific questions about the application process contact the Health Sciences Department at [healthsciences@hancockcollege.edu](mailto:healthsciences@hancockcollege.edu).

**ABSENT AND TARDY POLICY - IMPORTANT**

Due to the short length of this course, absences will not be permitted, under any circumstances. If you are not present when roll is called, you are tardy. Being tardy during ANY part of class is considered a full day’s absence. If a full day absence is recorded, the student will receive a grade of F for the course and will not be issued a certificate.

**COPIES**

Be sure to make a copy of everything you turn in to the office for your records, we do not make/keep files for student use.

**HOW TO TURN IN APPLICATION** (Must be turned in/post marked by the last day of the application period)

You have 2 options:

1. Mail to - Allan Hancock College, Attn: Health Sciences Department (M132), 800 S. College Drive, Santa Maria, CA 93454 – it is recommended to send it certified and registered so you may track the item.
2. You may hand deliver to the office and place the documents in the mailbox directly across from the M132 office door.

**No phone calls or emails regarding application status**

**FINANCIAL AID**

For assistance with registration fees and supplies please contact the Financial Aid office (x3216).

**REPEATABILITY**

The general rule is that district policy may not permit a student to enroll again in a credit course (also referred to as repeating or re-enrolling in a credit course) if the student received a satisfactory grade on the previous enrollment. A satisfactory grade is an A, B, C or P. A student receiving an A, B, C or P cannot enroll in that course again.

**Estimated EKG Program Student Fees**

*Cost estimates are subject to change.*

<b>Summer Semester</b>	
TUITION (1.5 units @ \$46/unit)	\$69.00
PARKING (\$2.00 PER DAY OR \$10.00 FOR SEMESTER)	\$10.00
HEALTH FEE (\$20), STUDENT CENTER FEES (\$1 PER UNIT/\$10 MAX), STUDENT REP FEE (\$2 OPTIONAL)	\$32.00
REQUIRED TEXTBOOK AND POCKET REFERENCE FOR ECGS MADE EASY	\$15.00 (AHC)
MISCELLANEOUS SUPPLIES – pens, paper, scantron, folder, etc.	\$20.00
<b>Total is estimated</b>	<b>\$146.00</b>

**EKG/Monitor Observer; 1.5 Units**

Application requires a copy of your current, valid and unencumbered state certificate or licensure

Personal Information			
Full Name: <small>(First, Middle, Last)</small>			
Address:			
<small>Street Address</small>	<small>Apartment/Unit #</small>		
<small>City</small>	<small>State</small>	<small>ZIP Code</small>	
Primary Phone:		Secondary Phone:	
Social Security or Tax ID Number:		Birth Date (MM/DD/YYYY):	
AHC Student # H		Email Address:	
<b>(Mandatory)</b>			
Education			
Have you completed the EKG program at Allan Hancock College previously? If yes, Semester/Year:			
Which state certificate or licensure do you carry - Expiration?			
List any other programs you are applying to -			

Check  
boxes

**By checking all the boxes and providing your signature:**

<input type="checkbox"/>	I have read this application carefully and agree to comply with the standards and rules detailed within. I understand the absence/tardy policy and agree completely with it.
<input type="checkbox"/>	I am aware that the EKG/Monitor Observer Program will be seated by a randomized lottery. An email will be sent by the end of the day <b>May 31, 2024</b> as to my status in the program. There is 24 seats available.
<input type="checkbox"/>	It is my responsibility to write my email clearly, and check my spam/junk email.
<input type="checkbox"/>	If on the waitlist, I understand that I will be contacted via EMAIL as seats become available. The waitlist will not be carried over to the next offering.
I certify that the statements I made in this application are true and complete to the best of my knowledge and that any false or misleading information may be cause for denial of admittance into the program.	
Signature _____	Date _____
<i>Submitting an application does not guarantee that applicants have satisfied minimum criteria</i>	

**Application and documentation of mandatory items are due by May15, 2023.**  
**(no exceptions will be made)**

You may hand deliver this application packet to the mailbox across from the M132 office door or mail it into the college using the address on page 2 by the last day of the application period. No phone calls or emails regarding status.