



DOUGLAS COLLEGE

Faculty of Health Sciences

**Bachelor of Science in Psychiatric Nursing
Program**



Information Booklet for Prospective Students

<https://www.douglascollege.ca/program/bspnur>

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**Faculty of Health Sciences
BACHELOR OF SCIENCE IN PSYCHIATRIC NURSING**

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Faculty of Health Sciences

BACHELOR OF SCIENCE IN PSYCHIATRIC NURSING

Thank-you for your interest in the Douglas College Bachelor of Science in Psychiatric Nursing Program. This booklet provides information on the full-time Bachelor of Science in Psychiatric Nursing Program (BSPN) and Bachelor of Science in Psychiatric Nursing Degree Completion Pathway for Diploma prepared Registered Psychiatric Nurses (RPNs).

On October 1st [applications](#) open for Fall intake and on February 1st for Winter intake into the BSPN Program. Applicants will be admitted to the BSPN program on a first qualified, first admitted basis.

In order to qualify for admission into the BSPN program, applicants will need to complete the Academic Foundations for Potential Psychiatric Nursing Applicants (AFPNU) program which includes 30 university transfer (UT) credits with a minimum grade of C+ (65%) in each 3 credit course. Applicants will be admitted to Academic Foundations for Potential Psychiatric Nursing Applicants on a first qualified, first admitted basis.

PROGRAM DESCRIPTION

Douglas College's on-site full-time Bachelor of Science in Psychiatric Nursing Program is designed to provide the graduate with specialized knowledge and skills to provide safe, comprehensive, holistic psychiatric nursing care that is grounded in theory and professional standards. Graduates provide psychiatric nursing care to individuals within the context of families, groups and communities in a variety of mental health care settings. Each semester of the program builds on foundational concepts and skills to prepare graduates to respond to the ever-changing mental health care needs of our society.

A major focus of the program is the building of therapeutic relationships utilizing specialized communication skills. Within a professional role, students develop leadership and advocacy skills to collaborate with clients and other health care professionals in promoting mental health and well-being of clients.

Upon completing the Bachelor of Science in Psychiatric Nursing Program, graduates will be able to apply to write the Registered Psychiatric Nurses of Canada Examination (RPNCE) and are eligible to register with the British Columbia College of Nursing Professionals (BCCNP) after successfully completing the examination and meeting other registration requirements.

Registered Psychiatric Nurses are highly employable in British Columbia and work in many areas of health care including tertiary mental health facilities, acute care hospitals, emergency rooms, older adult programs, children and adolescent programs, corrections/forensics settings, addiction services, safe injection sites, group homes, palliative care and community mental health settings.

Graduates of the program are prepared for eligibility for entry into graduate studies.

Those contemplating a career in psychiatric nursing are advised to review the British Columbia College of Nursing Professionals document [Requisite Skills and Abilities to Become a Registered Nurse in B.C.](#), which provides information about the basic skills and abilities required of psychiatric nursing students to complete their education and attain entry-level competencies of the profession.

CURRICULUM

The Bachelor of Science in Psychiatric Nursing Program is a 4 year program with a 1+3 structure. The first year of the program, Academic Foundations for Potential Psychiatric Nursing Applicants (AFPNU), is comprised of 30 University Transfer Credits of associated studies courses that will provide students with a strong liberal arts and science foundation. Students accepted to this limited enrolment AFPNU program receive priority registration for some AF courses. This set of 10 university-transfer courses (30 credits - with a minimum of C+ grade in each course) prepares students for eligibility to the Bachelor of Science in Psychiatric Nursing (BSPN) program.

IMPORTANT: Acceptance to AFPNU and completion of the required courses does NOT guarantee admission to the BSPN program.

The remaining three years of the program focus on the practice of psychiatric nursing and psychiatric nursing studies. **A grade of C+ or higher is required in all associated studies and psychiatric nursing courses for progression in the program and for graduation.**

The curriculum is based on concepts related to the Wellness-Illness Continuum, Professional Values, Professional Caring, and the Health Care Delivery System. Students develop an understanding of universal experiences such as crisis, comfort, hope, loss, power, resiliency, and connectedness. There is a strong emphasis on critical and reflective inquiry.

Students begin their psychiatric nursing education in both theory and practice settings. Innovative teaching strategies are used, including state of the art simulation and role-playing with actors and high-fidelity equipment, to provide safe and realistic learning experiences prior to students performing hands on care in clinical settings.

Hands on practice experiences are an integral part of the curriculum and comprise approximately one half of the total hours of study contained in the program. Clinically focused practicum experiences are offered in the following areas: acute psychiatry and tertiary mental health, medical/surgical, geriatric psychiatry, addictions, child and adolescents, and community. Clinical experiences may be scheduled during days and/or evenings in various hospital and community agencies within the Lower Mainland and Fraser Valley. Scheduled class and clinical time is approximately 30-35 hours/week. **Due to the heavy academic workload, employment during Fall and Winter semesters may impact your ability to be successful in the program.**

Notice Regarding Designated Seats:

A limited number of seats in the AFPNUR and BSPN programs are designated for Indigenous applicants who self-identify as Indigenous. Indigenous applicants must contact Dave Seaweed, Indigenous Coordinator, at 604-527-5565 or Tanya Joostema, Indigenous Student Advisor, at 604-777-6188 if interested in being considered for a designated seat. For each new application to the AFPNUR or BSPN program, Indigenous applicants are required to contact Dave Seaweed or Tanya Joostema to repeat the same process.

There are a limited number of designated seats in the AFPNUR program for School District #43 and for other high school applicants.

As well, beginning with Winter 2019 admissions into AFPNUR and BSPN programs there will be a limited number of designated seats for graduates from the Douglas College Health Care Support Worker (HCSW) program.

For all of the designated seats, applicants are required to meet all of the academic and non-academic admission requirements.

For all designated seats, [applications](#) open on October 1st for the following Fall intake and on February 1st for the following Winter intake into the AFPNUR and BSPN programs. Designated seats are available for both Fall and Winter intakes into AFPNUR and BSPN programs.

ADMISSION REQUIREMENTS FOR AFPNUR

Students must meet the following minimum academic requirements for admission to the Academic Foundations for Potential Psychiatric Nursing Applicants (AFPNUR) program:

- English 12 with a minimum grade of B (or acceptable substitution*)
- Biology 11 or 12 with a minimum grade of B (or acceptable substitution*)
 - Beginning 2019-2020 Life Sciences 11 and Anatomy and Physiology 12
- Foundations of Math 11 or 12 with a minimum grade of B (or acceptable substitution*)

*In most cases, university transferable coursework completed in the above subject areas can be used toward meeting the academic admission requirements for AFPNUR.

Please Note: Applicants will be admitted to Academic Foundations for Potential Psychiatric Nursing Applicants on a first qualified, first admitted basis based on seat availability.

Students who are approved for registration under the AFPNUR Applicant's category are not guaranteed admission into the BSPN program. Students may apply to the BSPN program for the Fall or Winter semester following completion of the required 30 credits of coursework. Indigenous students may apply to the BSPN program during their last semester of AFPNUR courses.

If no seat offer occurs then a new application must be submitted for a following semester.

ADMISSION REQUIREMENTS FOR BSPN

For general Douglas College admission requirements, please see [General Admission Requirements](#) on the website.

I. ACADEMIC ADMISSION REQUIREMENTS

To be eligible for admission to the Bachelor of Science in Psychiatric Nursing (BSPN) Program, students must complete the following required 30 university transfer (UT) credits within the Academic Foundations for Potential Psychiatric Nursing (AFPNU) Applicants program, with a minimum grade of C+ (65%) in each 3 credit course. **Priority preference for admission into the BSPN program will be given to students in the AFPNU program.** Students are admitted to the BSPN program on a first qualified, first admitted basis.

COURSE	DOUGLAS COLLEGE PRE-REQUISITES	Credits
BIOL 1103 Human Anatomy and Physiology I (or BIOL 1109)	None	3
BIOL 1203 Human Anatomy and Physiology II (or BIOL 1209)	BIOL 1103	3
BIOL 2401 Introductory Microbiology for Health Sciences (or BIOL 2400)	BIOL 1103 & BIOL 1203	3
BIOL 2200 Pathophysiology	BIOL 1103 & BIOL 1203	3
ENGL 1130 Academic Writing	ENGLISH 12 (C)	3
ENGLISH Elective	ENGLISH 12 (C)	3
PSYC 1100 An Introduction to Psychology (I)	None	3
PSYC 1200 An Introduction to Psychology (II)	None	3
MATH 1160 Introduction to Statistics (Faculty of Science & Technology) OR PSYC 2300 Data Analysis in Psychology (Faculty of Humanities & Social Sciences) OR BUSN 2429 Business Statistics (Faculty of Commerce and Business Administration)	Pre-requisites for MATH 1160 or BUSN 2429 or PSYC 2300: If a student is admitted into the AFPNU program and does not have the required high school math pre-requisites for MATH 1160, PSYC 2300 or BUSN 2429, upgrading may be required. See College catalogue for individual course pre-requisites.	3
1 UT Open Elective Course	May vary	3

II. NON-ACADEMIC ADMISSION REQUIREMENTS

Following a conditional offer of admission to the BSPN program, the applicant is required to comply with and/or provide documentation of the following:

- **Potential Interview** - Applicants may be required to participate in an interview with a representative(s) of the Bachelor of Science in Psychiatric Nursing Program for the purposes of providing additional information and/or for academic counselling.
- **Health Assessment** - A satisfactory physical and mental health assessment completed by a physician or nurse practitioner.
- **Immunization Record** - A current record of immunizations consistent with the requirements of practice agencies. Details will be provided at the time the applicant is offered conditional admission to the program.
 - i. Tetanus, Diphtheria, Pertussis Vaccine
 - ii. Polio Vaccine
 - iii. Measles, Mumps, Rubella Vaccine or Serology
 - iv. Varicella Vaccine or Serology
 - v. Hepatitis B is strongly recommended

***Note:** For admission, we anticipate that you will have completed the above immunization series. They are required for your own protection and the protection of patients and families you meet as a student. If you are not immunized you may not have access to clinical agencies and, subsequently, may be unable to complete required clinical courses. This could alter or prevent progression in the program.*

- **Criminal Record Check** - Applicants will be required to undergo a criminal record check that satisfies the requirements of practice agencies and the professional regulatory body (British Columbia College of Nursing Professionals). Details of how to complete the Criminal Record Check will be provided at the time an applicant is offered conditional admission to the program.

***Note:** A criminal record check is required prior to students being placed in health care agencies. The British Columbia College of Nursing Professionals also requires a graduate to have a subsequent criminal record check in order to be eligible for licensure. Applicants with a criminal record are advised to contact the British Columbia College of Nursing Professionals regarding eligibility for licensure prior to applying to the program.*

- **Tuition Deposit** – A non-refundable, non-transferable tuition deposit and confirmation of acceptance form to reserve a seat in the program is required. This deposit will be applied towards fees owing upon course registration.

After admission to the BSPN program, and prior to the first clinical experience in Semester one, students are required to comply with and/or provide documentation of the following:

- **Tuberculin Skin Test** – Results must be current to within 6 months of the first clinical experience.
- **Cardiopulmonary Resuscitation Basic Rescuer (CPRBLS) Level**– Certificate must be current throughout the program.
- **Standard First Aid Certificate** – Certificate must be current to within 3 years when certificate is submitted in Semester 1 of the program. Re-certification of Standard First Aid Certificate is **not** required after submission of certificate in Semester 1 of the program.
- **Respiratory Mask Fit-test (N95) Certificate** – Certificate must be current throughout the program. Repeat fit-testing is required annually to ensure that the face seal remains effective. This requirement is in compliance with Work Safe BC and the BC Practice Education Guidelines.

Students are responsible for all costs associated with admission to the program and immunization and certification costs during the program.

APPLICATION PROCESS

If you require assistance you can contact the Registrar's Office at 604-527-5478 or the Faculty of Health Sciences: Psychiatric Nursing Department at 604-777-6406.

A. **Academic Foundations for Potential Psychiatric Nursing Applicants will receive priority registration into some of the high demand university transfer courses:**

1. Complete a Douglas College Application Form online at <http://www.douglascollege.ca/study-at-douglas/apply> indicating **Academic Foundations for Potential Psychiatric Nursing Applicants;**
2. Include the following with your application form:
 - non-refundable application fee
 - official High School transcript
 - official transcripts from all other post-secondary institutions attended

*If you believe you are eligible to receive transfer credit from another post-secondary institution to satisfy Bachelor of Science in Psychiatric Nursing academic admission requirements, please submit **official transcripts with a "Transfer Credit Request Form"**. This form may be obtained from the Registrar's Office at <http://www.douglascollege.ca/study-at-douglas/register/canadian-students/forms>.

Transcripts from other provinces and/or countries will require a minimum of 6 - 8 weeks to process. **Transfer Credit is not granted for any Nursing course(s).**

Upon receipt of the completed application, all required documents, and the non-refundable application fee, you will be emailed relevant information about your assigned registration date if you are admitted to Academic Foundations for Potential Psychiatric Nursing Applicants. Admission is on a first qualified, first admitted basis based on meeting minimum requirements and seat availability.

If you are unsure of which courses you need in the Academic Foundations for Potential Psychiatric Nursing, please seek assistance from Academic Advising or the Academic Foundations Coordinator at afcoord@douglascollege.ca

Once you have completed the required 30 university transfer credits, you must complete a new online application for the Bachelor of Science in Psychiatric Nursing program.

B. Bachelor of Science in Psychiatric Nursing Program (for those applicants who have completed the 30 university transfer credits in AFPNUR as outlined):

Students are admitted to the BSPN program on a first qualified, first admitted basis based on seat availability.

1. Complete a Douglas College Application Form online at <http://www.douglascollege.ca/study-at-douglas/apply> indicating Bachelor of Science in Psychiatric Nursing;
2. Include the following with your application form:
 - non-refundable application fee
 - official High School Transcript (if not submitted previously)
 - official transcripts from all other post-secondary institutions attended (if not submitted previously)

*If you believe you are eligible to receive transfer credit from another post-secondary institution to satisfy Bachelor of Science in Psychiatric Nursing academic admission requirements, please submit **official transcripts with a “Transfer Credit Request Form”**. This form may be obtained from the Registrar’s Office at <http://www.douglascollege.ca/study-at-douglas/register/canadian-students/forms>.

Once academic admission requirements are met students who have been made a seat offer will be required to complete non-academic admission requirements. When all non-academic admission requirements are met, applicants will receive specific program and course information.

Note: Applicants who are not admitted must re-apply (complete a new online application) for each subsequent intake of the BSPN program.

PROGRAM DESIGN

Bachelor of Science in Psychiatric Nursing Degree Program Design with Academic Foundations Studies

Total Credits: 120.5 Credits

30 Credits Academic Foundations (Year 1) + 90.5 Credits BSPN (Years 2, 3, 4)

Academic Foundations Required Courses- Year 1	Year 2	Year 3	Year 4
ENGL 1130 (3) Academic Writing BIOL 1103 (3) Human Anatomy and Physiology I BIOL 1203 (3) Human Anatomy and Physiology II PSYC 1100 (3) An Introduction to Psychology I PSYC 1200 (3) An Introduction to Psychology II MATH 1160 (3) Introduction to Statistics Or PSYC 2300 (3) Data Analysis in Psychology Or BUSN 2429 Business Statistics BIOL 2401 (3) Introduction to Microbiology BIOL 2200 (3) Pathophysiology ENGL Elective (3) One Open UT Elective (3)	Semester One PNUR 2101 (4.5) Psychiatric Nursing Concepts I PNUR 2121 (1.5) Therapeutic Relations I PNUR 2130 (1.5) Clinical Procedures I PNUR 2175 (3) Psychiatric Nursing Research PNUR 2170 (1.5) Trauma Informed Practices 1 PNUR 2171 (3) Family Health Promotion PHIL 3125 (3) Ethics for Psychiatric Nursing	Semester Three PNUR 3301 (4.5) Psychiatric Nursing Concepts III (Episodic) PNUR 3321 (1.5) Therapeutic Relations III PNUR 3330 (1.5) Clinical Procedures III PNUR 3350 (3) Psychiatric Nursing Pharmacology PNUR 3361 (5) Psychiatric Nursing Clinical Practice II (Episodic Health Challenges I)	Semester Five PNUR 4521 (1.5) Therapeutic Relations V PNUR 4572 (3) Psychiatric Nursing Community Concepts PNUR 4573 (3) Psychiatric Nursing of Children and Adolescents PNUR 4562 (5) Psychiatric Nursing Clinical Practice IV (Episodic/ Complex Health Challenges) PNUR 4501 (3) Nursing Leadership and Management
	Total 18 Credits	Total 15.5 credits	Total 15.5 Credits
	Semester Two PNUR 2201 (3) Psychiatric Nursing Concepts II PNUR 2221 (1.5) Therapeutic Relations II PNUR 2230 (1.5) Clinical Procedures II PNUR 2261 (5) Psychiatric Nursing Clinical Practice I PNUR 2285 (3) Psychiatric Nursing in Addictions and Mental Health	Semester Four PNUR 3401 (4.5) Psychiatric Nursing Concepts IV (Episodic) PNUR 3403 (3) Geriatric Theory and Assessment PNUR 3421 (1.5) Therapeutic Relations IV PNUR 3430 (1.5) Clinical Procedures IV PNUR 3441 (1.5) Group Theory and Process PNUR 3462 (5) Psychiatric Nursing Clinical Practice III (Episodic/ Complex Health Challenges)	Semester Six PNUR 4661 (9) Psychiatric Nursing Clinical Practice V PNUR 4670 (1.5) Trauma Informed Practices 2
Total 30 Credits	Total 14 Credits	Total 17 Credits	Total 10.5 Credits

BACHELOR OF SCIENCE IN PSYCHIATRIC NURSING DEGREE COMPLETION PROGRAM

After review, the Degree Completion pathway will continue to be offered. PNUR courses will be available in Fall and Winter only on a limited basis.

The BSPN Degree Completion Pathway is a part-time, online design for practising Registered Psychiatric Nurses (RPNs) who wish to complete the degree. The BSPN Degree Completion Pathway is a 33 (**categories one and two**) credit program that prepares students as generalists in the field of psychiatric nursing. The program combines education in advanced psychiatric nursing concepts with associated studies in Arts and Sciences. Graduates will be able to practice in various professional practice contexts from a broad perspective. In addition, the BSPN Degree Completion Pathway prepares students for further education such as graduate studies. The study format for the BSPN Degree Completion Pathway is online learning for required Psychiatric Nursing courses. Associated studies courses are taken online or in a classroom setting. Students are expected to have sufficient computer skills to manage online learning. Students are required to complete program requirements **within six years of admission** to the program.

ADMISSION DOCUMENTS

The following documents are required for admission:

- Current practicing RPN license
- Transcripts from ALL post-secondary institutions attended
- An attestation letter from the institution that granted your Psychiatric Nursing Diploma. The letter must indicate if any transfer credit was granted by the institution and used towards the RPN diploma, along with a listing of those courses. The letter must also state which (if any) courses on the transcript were NOT used to fulfill the requirements of the diploma.

For the BSPN Degree Completion program, [applications](#) open on October 1st for the following Fall intake and on February 1st for the following Winter intake.

For registration during 'late registration' period, please contact the Psychiatric Nursing Department for further information.

Note: If the BSPN degree completion applicant is requesting re-entry into the BSPN Degree Completion Pathway then the Psychiatric Nursing Department must be notified @ 604-777-6406.

Currently RN applications are not being accepted.

Registration in PNUR courses is based on seat availability. BSPN Degree Completion Pathway requirements are listed for the following three categories:

1. Douglas College Diploma in Psychiatric Nursing Graduates from 2009 to date (Diploma Program completed in Winter 2009 semester or later)
2. Douglas College Diploma in Psychiatric Nursing Graduates Prior to 2009 and Diploma in Psychiatric Nursing Graduates from Other Institutions (Douglas College Diploma Program completed in Fall 2008 semester or prior)
3. Douglas College Advanced Diploma in Psychiatric Nursing Program Graduates

Please Note:

Math Requirement

Math upgrading may be required to meet the Math pre-requisite for registration in PSYC 2300 or Math 1160 or BUSN 2429 or their equivalent.

Increased Grade Requirement to C+:

The Bachelor of Science in Psychiatric Nursing Degree Completion Pathway has increased the graduation requirement grade to a C+ in all Degree Completion courses starting with new admissions from September, 2017.

Inactive Registration:

If a student does not take a course at Douglas College for 3 consecutive semesters (i.e. Fall, Winter, and Summer) the student must reapply to the program.

NOTE: For students reapplying to the program after Sept 2017, please note that the grade requirement has been increased to C+ in all courses.

IMPORTANT For All Categories:

1. Some courses listed in each category have prerequisites. Please check each course in the course catalogue prior to registration.
2. Courses used towards a student's previous diploma may not be duplicated or used towards the BSPN degree (see Attestation Letter requirement for admission).

CATEGORY ONE

Douglas College Diploma in Psychiatric Nursing Graduates from 2009 to date (Diploma Program completed in Winter 2009 semester or later)

PNUR Required Courses <i>(no course substitutions)</i>	Credit
• PNUR 3171 Family Health Promotion in Psychiatric Nursing Practice	3
• PNUR 4575 Psychiatric Nursing Research	3
PNUR Electives <i>(One 3-credit PNUR course, no course substitutions)</i>	Credit
• PNUR 4574 Emergency Mental Health Nursing	3
• PNUR 4576 Trauma Informed Practices	3
Associated Studies Required Courses	Credit
• ENGLISH Elective (UT)	3
• BIOL 2401 Introductory Microbiology for Health Sciences (other 3-credit UT Science course)	3
• MATH 1160 Introduction to Statistics or • PSYC 2300 Data Analysis in Psychology or • BUSN 2429 Business Statistics	3
• PSYC 2341 Abnormal Psychology	3
• PSYC 1100 An Introduction to Psychology I or • PSYC 1130 Lifespan Human Development	3
• PSYC 1200 An Introduction to Psychology II	3
• Open Elective (UT) (See FAQ on Degree Completion website)	3
• Open Elective (UT) (See FAQ on Degree Completion website)	3
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CATEGORY TWO

Douglas College Diploma in Psychiatric Nursing Graduates Prior to 2009 and Diploma in Psychiatric Nursing Graduates from Other Institutions (Douglas College Diploma Program completed in Fall 2008 semester or prior). **Important: It is strongly recommended that PNUR 3700 be taken prior to all other PNUR courses when beginning BSPN Degree Completion Program.**

PNUR Required Courses <i>(no course substitutions)</i>	Credit
<ul style="list-style-type: none"> • PNUR 3700 Professional Psychiatric Nursing Concepts <ul style="list-style-type: none"> ○ <i>It is strongly recommended that this course is taken first</i> 	3
<ul style="list-style-type: none"> • PNUR 3171 Family Health Promotion in Psychiatric Nursing Practice 	3
<ul style="list-style-type: none"> • PNUR 4575 Psychiatric Nursing Research 	3
PNUR Electives <i>(Two 3-credit PNUR courses, no course substitutions)</i>	Credit
<ul style="list-style-type: none"> • PNUR 4573 Psychiatric Nursing of Children and Adolescents 	3
<ul style="list-style-type: none"> • PNUR 4574 Emergency Mental Health Nursing 	3
<ul style="list-style-type: none"> • PNUR 4576 Trauma Informed Practices 	3
Associated Studies Required Courses	Credit
<ul style="list-style-type: none"> • ENGLISH Elective (UT) 	3
<ul style="list-style-type: none"> • BIOL 2401 Introductory Microbiology for Health Sciences (or other 3-credit UT Science course) 	3
<ul style="list-style-type: none"> • MATH 1160 Introduction to Statistics or • PSYC 2300 Data Analysis in Psychology or • BUSN 2429 Business Statistics 	3
<ul style="list-style-type: none"> • PHIL 3125 Ethics for Psychiatric Nursing <i>(no course substitutions)</i> 	3
<ul style="list-style-type: none"> • PSYCHOLOGY Elective (UT) 	3
<ul style="list-style-type: none"> • Open Elective (UT) (See FAQ on Degree Completion website) 	3
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CATEGORY THREE

Douglas College Advanced Diploma in Psychiatric Nursing Program Graduates

PNUR Required Courses <i>(no course substitutions)</i>	Credit
• PNUR 4575 Psychiatric Nursing Research	3
Associated Studies Required Courses	Credit
• ENGLISH Elective (UT)	3
• PHIL 3125 Ethics for Psychiatric Nursing <i>(no course substitutions)</i>	3
• MATH 1160 Introduction to Statistics or	3
• PSYC 2300 Data Analysis in Psychology or	
• BUSN 2429 Business Statistics	
• Open Elective (UT) (See FAQ on Degree Completion website)	3
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Transfer Credit

Transfer credit from other educational institutions is not automatically granted. Students must request transfer credit by submitting an official transcript from the educational institution where the course was taken, along with a Douglas College Transfer Credit Request Form. For detailed and up-to-date information on transferring from one institution, to another institution, see our Transfer Your Credits page at the following link:

<https://www.douglascollege.ca/future-students/admission-information/transfer-credit>

Detailed course outlines of courses taken at a B.C. institution may also need to be submitted before credit can be evaluated. Submission of detailed course outlines will be required for credit evaluation of courses taken outside of B.C. institutions. The Registrar's Office will take a minimum of six weeks to process transfer credit requests.

Note: Courses that were used to meet the graduation requirements of your Psychiatric Nursing Diploma cannot be used a second time toward graduation of the Bachelor of Science in Psychiatric Nursing. Transfer Credit is not granted for any Nursing course(s).

Deadlines for submitting transfer credit requests:

To ensure transfer credit is done in time for your registration, your request must be received by the following deadlines:

- **April 15th** for Fall Semester
- **September 15th** for Winter Semester
- **January 16th** for Summer Semester

If you have been admitted to the College after the above deadlines and require courses to be transferred to meet pre-requisites for registration, please contact the appropriate Department with your official transcript. You may be able to request a pre-requisite waiver. Pre-requisite waivers are granted at the discretion of the Department.

IMPORTANT INFORMATION ALL PSYCHIATRIC NURSING APPLICANTS

A. Location

All Psychiatric Nursing classes in the BSPN Program are taught at the Coquitlam Campus at 1250 Pinetree Way, Coquitlam, BC.

B. Program Information

Information Sessions:

Bachelor of Science in Psychiatric Nursing Information sessions are held once a month. Department of Psychiatric Nursing Faculty will provide information and answer your individual questions.

Please plan on attending an Information Session. For information on specific dates, times and location please refer to:

- a. The website at <https://www.douglascollege.ca/study-at-douglas/information-sessions>
- b. The Registrar's Office at **604-527-5478 Room A1450** Coquitlam Campus
- c. The Faculty of Health Sciences: Psychiatric Nursing Department at **604-777-6406 Room D3039**

Web Page:

<https://www.douglascollege.ca/programs-courses/catalogue/programs/BSPNUR>

Program Support and Services Specialist:

The Program Support and Services Specialist can provide specific information regarding the Bachelor of Science in Psychiatric Nursing Program such as: dates & times of courses (scheduling), required texts, etc. Contact the Program Support and Services Specialist at 604-777-6406.

C. Learning Centre

Applicants who are currently registered at Douglas College (e.g. General Studies Students) can access the learning centre for assistance with:

- reading skills
- writing skills
- study skills
- math and computer skills

Students can also be referred to the learning centre by their course instructors and receive individual assistance from staff, faculty, and/or students (peer tutor).

The Learning Centre is located in:

Room: **A1040** Coquitlam Campus

Phone: **604-777-6139**

D. Student Services

Counsellors are available to assist applicants and Douglas College students. They offer a wide range of services. See the following link for full details:

<http://www.douglascollege.ca/student-services/support/counselling>

Professional Counsellors:

- career counselling
- personal counselling
- workshops
- courses designed to promote personal growth and development

****Counsellors are available for appointments between 9 a.m. and 4:30 p.m. Monday to Friday. Some evening appointments can also be made.***

Counsellors are located in:

Room: **A1050** Coquitlam Campus

Phone: **604-777-6185**

E. Indigenous Student Services

Contact Dave Seaweed, Indigenous Coordinator, at 604-527-5565 or Tanya Joostema, Indigenous Student Advisor, at 604-777-6188 for information.

F. Registrar's Office

Academic Advisors:

If you need assistance with program admission requirements, course selection or additional general information about the topics outlined below, our Academic Advisors are here to help. See the following link:

<http://www.douglascollege.ca/student-services/advising/academic-advising>

If you are looking for information on career options or advice on which career path to pursue, contact one of our [Career Counsellors](#) as listed above.

Advisors are available for one-on-one drop-in appointments, in a virtual classroom (chat) and by email for potential, new, and returning students and can answer your questions on topics including (but not limited to):

- application procedures
- admission requirements
- transfer credit information, including transferring to university and appropriate course selection at Douglas for the faculty or department you are interested in

- course and program planning, as well as information on credentials such as certificates, diplomas, associates degrees and Douglas College degrees
- information on when you can expect to graduate and the courses you need to complete your credential
- upgrading to meet the admission requirements for our programs
- Contact Academic Advising at **604-527-5478**.

G. **Future Students' Office**

- Information Sessions regarding application and registration procedures, tuition fee information, job prospects and answers to all your other questions.

Contact the Future Students' Office at **604-777-6125**.

H. **Expenses**

With admission to the program there will be fees related to:

- Application
- Tuition
- Students' Union
- Other Student Activity fees (Other Press, Building, Alumni, Athletic, Performing Arts)
- General Registration and Service
- Medical/Dental Plan
- U-Pass
- Non-Academic Admission Requirements Specific to the BSPN Program

For a complete breakdown of BSPN Program costs refer to the following:

https://banserv2.douglas.bc.ca/prod/bwyfaapx.p_select_year

I. **Financial Aid**

The Financial Aid Office provides a wide variety of services related to:

- student loans (workshops are offered throughout the year to assist students with their loan applications)
Students must be enrolled in a minimum number of courses each semester in order to apply.
- grants
- work-study programs
- *awards
- *bursaries
- *scholarships

** Students may be eligible for specific awards, bursaries, and/or scholarships. Please consult the College Catalogue or the Financial Aid Office for specific information.*

The Financial Aid Office is located in:

Room: **A1030** Coquitlam Campus
 Phone: **604-527-5487**

J. Housing

There are no residences or on-site housing available at Douglas College. Contact the Douglas College Students' Union for information regarding off-campus housing.

The Douglas College Students' Union is located:

Room: **Students' Union Kiosk in AB Atrium** (next to security) Coquitlam Campus
A1190 Coquitlam Campus
 Phone: **604-777-6257**

K. Transportation

Douglas College, Coquitlam Campus, is accessible via public transportation and Skytrain (refer to Translink). All psychiatric nursing classroom learning is at the Coquitlam Campus.

Contact the Students' Union Office for additional information regarding bus passes, maps, and student discounts at **604-777-6257**.

Bachelor of Science in Psychiatric Nursing Students are required to have a car or be able to independently arrange their own transportation to clinical settings each semester.

L. Parking

Limited surface and underground parking is available for students. Students are strongly encouraged to organize car-pooling.

Contact the Student Union Office for additional information regarding parking at **604-777-6257**.

M. Student Health

All students are required to have their own health and medical/hospital insurance. Students are responsible for maintaining their own health (physical and mental health) and notifying the Year Coordinator and course instructors of any changes in their health status that could interfere with their ability to carry out the required activities of the program and/or jeopardize their own personal safety or the safety of clients.

Students may be asked to provide a re-assessment of their health status from a physician during the course of the program.

There is no student health services office at Douglas College. For First Aid Assistance, students need to contact Security located on the main floor in the Atrium, Coquitlam Campus.

N. Students' Union

The Students' Union provides a handbook with information on:

- student identification cards (access to library)
- scholarships
- lockers
- off-campus housing
- student associations and clubs
- access to recreational facilities & events (films, social events)
- parking
- how to access the Ombudsperson

For further information contact the Student Union at **604-777-6257**.

O. Library Services

The library offers a variety of services in addition to its resources:

- orientation sessions for new and returning students
- audio-visual equipment
- access to computers
- study rooms (need to be booked in advance)

Students are required to have a library card (student identification card) in order to take out materials.

The library is located on the main floor at the Coquitlam Campus and the library phone number is: **604-777-6130**.

P. Computer Labs

The College has a number of computer labs which are available for students to use. For additional information and handbooks, students can contact CEIT at **604-527-5330**.

Q. Additional Telephone and Room Numbers

		<u>Room</u>	<u>Telephone</u>
i)	Faculty of Health Sciences:	D3039	604-777-6406
	Department of Psychiatric Nursing	FAX	604-777-6500
ii)	Registrar's Office	A1450	604-527-5478
		FAX	604-777-6068
iii)	Student Services	A1050	604-777-6185
iv)	Childcare		604-527-5632
v)	Bookstore	A1500	604-777-6260

R. Professional Websites

- i) [British Columbia College of Nursing Professionals \(BCCNP\)](#)
- ii) [Registered Psychiatric Nurse Regulators of Canada \(RPNRC\)](#)

PREPARING FOR SUCCESS

- Improve reading, writing, computer proficiency and study skills before beginning the program. Some prospective applicants need to "brush-up" on these very important basic skills. There are courses available at the College to assist you. A Counsellor at the College can help you explore these options. You may arrange to see a Counsellor through Student Services at 604-777-6185.
- Arrange childcare to allow for early morning and late evening clinical shifts. Plan alternate arrangements, in case your regular childcare becomes unavailable.
- Do a careful analysis of the financial implications of being a full-time student. The time commitment needed for studying makes it difficult for psychiatric nursing students to work while in the BSPN Program.
- Involve your family in your plans to continue your education. Early discussions on how this might change your lifestyle and theirs may ensure their support while you are a student.
- Assess your own personal attributes & skills **BEFORE** applying for the program. Personal characteristics of applicants that will aid success in this career include: sensitivity, caring, self-awareness, tolerance, integrity, good listening & observational skills and the ability to use personal attributes to aid individuals in emotional and physical distress.
- Do what you love. Be good at it!