



Health Occupations  
Psychiatric Technician Program

The Psychiatric Technician Program will start a new cohort after the last one graduates. ***For current information on the next Program start date, please visit the webpage at [Psychiatric Technician](#).*** Applications are due in by the published deadline for the start of the corresponding semester. Each class will have 40 openings, which will be filled by the first 40 applicants who have completed the following procedures.

### **BEFORE APPLYING**

In order to be accepted into the Psychiatric Technician Program, there are several steps you must complete before you turn in your application for the PTEC Program. Make sure you fully understand what is expected to be done and allow adequate time for requirements such as transcript and Foreign Verification requests.

- **Complete an application for admission to Napa Valley College.**
  - Do this **online** at [Application for Admission to College](#). This only needs to be done once.
- **Complete the Course requirements of:**
  - **High School English** with a “C” or better
  - **High School Algebra** with a “C” or better
- **CNA license. Must be verifiable on Breeze.**
- **Complete your Measles, Mumps, Rubella (MMR), Hep B Surface Antibody and Varicella Titers (Blood Tests).**
- *Highly Recommended (but not required):* **HEOC 171** Medical Terminology
- **Official Transcripts (unopened) of high school graduation or its equivalent (GED, CHSPE) and, if applicable, college courses.**
- **If Foreign, Official Verification (unopened) of high school graduation or its equivalent (GED, CHSPE) and, if applicable, college courses.**

All Foreign Transcripts must be evaluated by an International Evaluation Service prior to submission of program application; this service must provide Napa Valley College with an evaluation certificate of the international coursework.

### **AT APPLICATION**

When you complete your application for the Psychiatric Technician Program, you also need to complete the Checklist (within application). This *Checklist will ensure that you are not missing anything that would cause your application to be rejected.*

**Submit your completed Application, with any transcripts/evaluations, *BY MAIL ONLY* to: Napa Valley College- Admissions & Records Department.**  
**2277 Napa-Vallejo Highway, Napa, CA. 94558**  
**Attention: Margarita Ceja**

*All applicants meeting these requirements will be certified eligible for admission to the program and will be provisionally accepted on a first-come, first-served basis. **APPLICANTS THAT MEET ALL THE REQUIREMENTS AND HAVE MILITARY EXPERIENCE, WILL BE GIVEN PRIORITY ACCEPTANCE TO THE PROGRAM!***

***Your application will be rejected if all requirements are not met.***

## **ONCE ACCEPTED**

Applicants will be notified by letter of their acceptance into the program. **You will be notified in the Acceptance Letter of due dates for submitting copies of your CPR card, health & safety packet, and Drug Screen/Background Check.**

- **Current CPR Certification**

The **only acceptable type of certification** is the American Heart Association Basic Life Support (BLS) for Healthcare Provider(HCP). Go to [CPR Training Center](#) for further information and available course offerings through the college.

- **Health & Safety Requirements**

Please visit our Health & Safety page for Health& Safety requirements and guidelines. [Health & Safety Requirements \(napavalley.edu\)](#)

- **Drug Screen/Background Check**

Information on requirements for Drug Screen/Background Check will come at Orientation. **Please note:** All students will be subject to a drug screen and background check. If an agency determines that a student does not meet the facility security standards, the student will be ineligible for mandatory clinical rotations and will be subject to dismissal from the program.

- **Mandatory PTEC Orientation**

You must attend the mandatory PTEC Orientation with the Program Director (you will be notified by mail of the date of orientation).

**Students who fail to attend PTEC Orientation or fail to submit their required Health & Safety documentation or complete Drug Screen/Background Check by due dates explained in the acceptance letter, may lose their spot in the program.**

## PTEC PROGRAM

### First Semester

#### **PTEC 91 - Nursing Science**

*Role of PT, Nursing Process, The Medical Record & Documentation Fundamentals, Medical/Surgical Nursing, Principles of Emergency Care, Medical Terminology.*

### Second Semester

#### **PTEC 92 - Developmental Disabilities**

*Assessment & intervention with the developmentally disabled client, etiologies of developmental disabilities, training and teaching developmentally disabled, client's rights, behavior modification, normalization adaptation model, tests and measurements, case management, nursing process and medical records, sensorimotor integration, and psychopharmacology.*

### Third Semester

#### **PTEC 93 - Mental Health**

*Mental Health Nursing I & II Etiologies/mental disabilities, group therapy, substance abuse, psychopharmacology, human sexuality, crisis intervention, client's rights, management of Assaultive behavior, domestic violence, eating disorders, leadership and supervision.*

- Prior to registering for any courses at NVC, we **strongly** recommend that students make an appointment with a counselor to discuss assessment scores, appropriate course placement, course load, educational and career plans.
- All PTEC courses must be completed with a "C"/75% grade or better.
- Due to the fact that during your clinical rotations you will be practicing in off-campus clinical settings, it is especially important that you are aware of professional expectations. You will be expected to follow standards while participating in the Psych Tech program including appearance, attitude, language, and tardy behavior.

*Napa Valley College career technical education programs are open and available to all students regardless of race, color, national origin, sex, disability, religion, sexual orientation, gender identity or gender expression. Admission requirements for Napa Valley College career technical education programs are described in the current Napa Valley College catalog. The Napa Valley College Title IX officer is Charo Albarran, Associate Vice President, Human Resources & Training Development- Phone: 707-256-7105. For information regarding the requirements of Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act or to file a complaint, contact Special Services, 707-253-3080 (voice), 707-253-3085 (TDD)*