



June 2009 (Revised)

Dear Prospective ARCH Student:

The **Adult Residential Care Home Operator (ARCH) Program** is being offered in the **Fall 2009**. Students completing this course will receive a Certificate of Competence from Kapi'olani Community College. Additional information is provided below.

**ARCH Course Information:**

**NURS 12 – ARCH Common Diseases, Diets and Medication (1 credit) (CRN 31458)**

Saturday, October 17, 2009 at 8:00 a.m. to 5:00 p.m.

Sunday, October 18, 2009 at 8:00 a.m. to 5:00 p.m.

Saturday, October 24, 2009 at 8:00 a.m. to 12:00 p.m.

**NURS 13 – ARCH Helping Therapies and Behavior Management (1 credit) (CRN 31459)**

Saturday, November 7, 2009 at 8:00 a.m. to 5:00 p.m.

Sunday, November 8, 2009 at 8:00 a.m. to 5:00 p.m.

Saturday, November 14, 2009 at 8:00 a.m. to 12:00 p.m.

**NURS 14 – ARCH Regulations, Accounts and Community Resources (1 credit) (CRN 31460)**

Sunday, October 25, 2009 at 8:00 a.m. to 5:00 p.m.

Saturday, October 31, 2009 at 8:00 a.m. to 5:00 p.m.

Saturday, November 1, 2009 at 8:00 a.m. to 12:00 p.m.

**Cost of Tuition, Fees and Module Lecture Notes:**

•**Tuition** = \$237 (residents) or \$816 (non-residents);

•**Student Fees** = \$16

•**Lecture Notes/Modules for NURS 12/13/14** (purchased at KCC Bookstore) = \$45.00 (approx)

**Eligibility Requirements: See Items # 1, # 2 and # 3 below.**

- 1. English (Reading) Requirement:** Complete **ONE** of the items below (A, B, C or D)
  - A. Complete COMPASS English Placement Test with a Reading Score of 57 or higher**  
[KCC Placement Test Center in Lama (Library) Building, Room 101  
Hours of Operation: Monday-Thursday (8:30 a.m. to 6:30 p.m.) and Friday (8:30 a.m. to 3:30 p.m.)];
  - B. Complete ENG 21 or higher** (e.g., ENG 22 or ENG 100)
  - C. Provide copy of U.S. High School Diploma**
  - D. Provide copy of General Educational Development (GED) certificate.**
- 2. Nurse Aide Work Verification:** Six month full-time work experience as a certified nurse aide in an SNF/ ICF, acute care facility or home health agency approved by the Hawai'i state Department of Health as referenced in <http://www.hawaii.gov/health/elder-care/health-assurance/medicare-facilities/index.html>.
- 3. Nurse Aide Certificate:** Copy of your current nurse aide certificate.

**Application Procedures:** Visit the **KCC Kekaulike Information and Service Center (KISC)** to complete **UH System Application Form** and/or **KCC ARCH Admissions Application/Checklist Form**.

[KCC Kekaulike Information and Service Center is located in 'Ilima Building, Room 102;

Hours of Operation: Monday-Thursday (8:00 a.m. to 4:15 p.m.) and Fridays (at 8:00 a.m. to 1:00 p.m.)]

**Other Requirements in order to register for ARCH courses:**

•**Tuberculosis (TB) clearance**      •**Measles/Mumps/Rubella (MMR) immunizations**

**For More Information:**

Please contact the KCC Nursing Department at (808) 734-9305  
or [kapnurs@hawaii.edu](mailto:kapnurs@hawaii.edu).

4303 Diamond Head Road, Kopiko 210

Honolulu, Hawai'i 96816-4421

Telephone: (808)734-9305

Facsimile: (808)734-9147

Website: [www.kcc.hawaii.edu](http://www.kcc.hawaii.edu)

An Equal Opportunity/Affirmative Action Institution