

ASSOCIATE DEGREE NURSING (ADN) PROGRAM INFORMATION

(Version 23.1)

PROGRAM DESCRIPTION

Alpena Community College (ACC) offers two program options in nursing: Practical Nursing Certificate Program (PN) and the Associate Degree Nursing Program (ADN); both are approved by the Michigan Board of Nursing. The Practical Nurse Certificate and Associate Degree nursing programs at Alpena Community College at the Alpena and Oscoda campus located in Alpena and Oscoda, Michigan respectively are accredited by the: Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326, (404) 975-5000. The most recent accreditation decision made by the ACEN Board of Commissioners for the Practical Nurse Certificate and Associate Degree nursing programs is continuing accreditation with conditions. During the Pre-Nursing curriculum the student will complete 19.5 credits of course work including Microbiology (BIO 140 + lab), Human Anatomy (BIO 201 + lab), Human Physiology (BIO 203 + lab), General Chemistry (CEM 111 + lab), English Composition I (ENG 111) and Dosage Calculations (NUR 133). The PN Program is full-time and includes two semesters with 24 students admitted each fall and spring semester to the Alpena campus and 8 students admitted each fall and spring semester to the Oscoda campus. The ADN program is full-time and includes the PN curriculum and PN Pre-Nursing curriculum, plus two additional semesters of nursing courses. Twenty-four students are admitted to the ADN program each fall and spring semester to the Alpena campus and 10 students to the Oscoda campus. In addition to lecture and laboratory, clinical practice is required. Students must meet requirements as designated by the department, College, and clinical facilities. Applicants should be aware that the Michigan Board of Nursing may deny a license to any applicant who has been convicted for a felony or certain misdemeanor charges or is addicted to drugs or alcohol. ACC is not responsible if an applicant is denied licensure after completion of the nursing program. If the felony is such that the student would not be able to attend clinical rotations at any of our sites, admission to the program would be denied. Students entering either program must be 18 years of age prior to the start of their first clinical rotation and have a high school diploma, or General Education Degree (GED), or be enrolled in an Early College Program. The nursing curriculum is designed to promote career mobility and to offer qualified students alternative educational tracks according to their career goals. Two entry and two exit points are available to nursing students. Graduates are prepared to write the National Council Licensure Examination (NCLEX) and to assume nursing staff positions in health care delivery systems. Graduates can also articulate into a Bachelor of Science in Nursing (BSN) completion program at a four-year institution in Michigan or other states. Affiliations have been established with UM-Flint, Chamberlain University, Eastern Michigan University, Davenport University and Oakland University. In addition to nursing courses, the corequisite courses English 112 (ENG 112) and Political Science (PLS 221) are part of the ADN Nursing Program curriculum and must be successfully completed by ADN students. State and Local Government (PLS 222) will also be accepted.

ALPENA
COMMUNITY COLLEGE

665 Johnson Street
Alpena, MI 49707-1495



ACEN | 3390 Peachtree Road NE | Suite 1400 | Atlanta, GA 30326 | 404.975.5000

APPLICATION PROCESS

Apply to Alpena Community College

An admission application must be completed for all new students and also for any returning student who has not been actively enrolled at ACC for the past two years. To apply follow the Easy Steps to Getting Started at ACC guidelines found on the ACC website, http://discover.alpenacc.edu/admissions/apply_for_admission/index.php.

Advising and Assessment

Contact the Nursing Program Secretary at 989-358-7217 or nursing@alpenacc.edu to schedule an advising appointment if you have not met with a nursing advisor as a pre-nursing or LPN student.

Grade Point Average (GPA)

Attain a “C”, or better grade with a minimum average GPA of 3.0, “B”, in all ACC PN Pre-Nursing courses and PN courses. If the GPA is below 3.0 Boost courses can be taken after denial to the program is received to improve GPA. The highest grade received in the course is used in calculating the student’s GPA. Science courses that are older than seven years from the date the student formally begins the nursing program will be evaluated on an individual basis for acceptance.

ACC PN Pre-Nursing courses include Microbiology (BIO 140 + lab), Human Anatomy (BIO 201 + lab), Human Physiology (BIO 203 + lab), General Chemistry (CEM 111 + lab), English Composition I (ENG 111) and Dosage Calculations (NUR 133).

Current ACC PN nursing students who complete the PN Program with a minimum average GPA of 3.0, “B”, in all ACC PN Pre-Nursing and ACC PN nursing program courses will be granted admission to the ADN Nursing Program in the first available semester after graduation. Successful completion of the NCLEX-PN exam and proof of licensure must be demonstrated within three months of beginning the ADN Program. Any student unable to provide licensure will be suspended from the Program.

Apply to Nursing Program

- Complete current ADN Nursing Program Application. You may submit your application once your prerequisite/PN courses have been completed or while enrolled in your last semester of prerequisite/PN courses. The open application period is February 1 – April 10 and September 1 – November 10. Late applications are accepted.
- Obtain a criminal background check from the Michigan State Police (ICHAT).
- Obtain Central Registry Clearance from the State of Michigan Department of Human Services.
- For ACC PN graduates who exit after the PN program for one or two semesters you must additionally submit a copy of your current unencumbered license from the State of Michigan and submit a copy of any previously earned degree that was not issued by ACC.
- For ACC PN graduates who exit after the PN program for greater than two semesters or for current LPNs who have obtained their LPN license from another nursing program, applicants must additionally submit documentation on agency letterhead of six months of full time equivalent hours of work experience as a LPN within the last two years (1040 hours), a copy of your current unencumbered license from the State of Michigan and a copy of any previously earned degree that was not issued by ACC.

SELECTION PROCESS

Alpena Community College admits students anonymously to the ADN Nursing Program following a selective admission process using Admission Process Qualified Student Selection Form (Table A) resulting in no waitlist. Students denied admission must reapply. Please be aware that meeting minimum requirements does not guarantee an opening in either nursing program. The criteria for ADN admission is based on: Grades (GPA of ACC PN Pre-Nursing courses and PN courses), number of credits earned at ACC, previously earned degrees, healthcare work experience documented within the last two years, proof of students having an unencumbered LPN license, and number of semesters a student applied for admittance into the ACC ADN Nursing Program. In the event that more than one student with the same score is eligible competitively

to be admitted to either nursing program, admission will be based on GPA, work experience and application date at the point when all prerequisite courses were met.

Applications will be reviewed within one week following the end of each semester. All applicants will receive email notification regarding their application status from the Nursing Department within two weeks following the end of each semester.

Table A - Alpena Community College Nursing Program ADN Admission Process Qualified Student Selection Form

ADN ADMISSION PROCESS QUALIFIED STUDENT SELECTION FORM

APPLICANT ID:

Application Received On Time:

Criteria

Criteria	Scale	Points Awarded	Applicant Result	#1 Verify	#2 Verify	Score
1. Grades: GPA of Prerequisite Courses: BIO 140 + Lab BIO 201 + Lab BIO 203 + Lab CEM 111 + Lab ENG 111 NUR 133	4.00 – 3.90	= 50				
	3.89 – 3.80	= 45				
	3.79 – 3.70	= 40				
	3.69 – 3.60	= 35				
	3.59 – 3.50	= 30				
	3.49 – 3.40	= 25				
	3.39 – 3.30	= 20				
	3.29 – 3.20	= 15				
	3.19 – 3.10	= 10				
	3.09 – 3.00	= 5				
2. LPN License	Current	= 1				
	Expired	= 0				
	N/A	= 0				
3. Number of ACC Credits Earned	12.5 or more	= 7				
	≥ 10	= 6				
	≥ 8	= 5				
	≥ 6	= 4				
	≥ 4	= 2				
	< 4	= 0				
	N/A	= 0				
4. Previously Earned Degree	Baccalaureate Degree or higher	= 10				
	Associate Degree	= 5				
	None	= 0				
	N/A	= 0				
5. Healthcare Work Experience 6 months full-time w/in last 2 years	6 Months or More	= 10				
	1-5 Months	= 5				
	< 1 Month	= 0				
	N/A	= 0				
6. Number of Previous Semesters Student Applied for Admittance into the ACC ADN Nursing Program	3 Semesters or More	= 3				
	2 Semesters	= 2				
	1 Semester	= 1				
	First Semester	= 0				
	N/A	= 0				
TOTAL SCORE:						

NOTES: Requirements for admission to the nursing program(s) are subject to change at any time.

ACCEPTED STUDENTS

After acceptance into the nursing program, students will be registered for nursing courses by the Director of Nursing after compliance has been met. Accepted students will receive required forms via email. Contractual agreements between ACC’s Nursing Program and clinical agencies require that the items listed below must remain current throughout the program. If any requirement expires during the program the student will not be allowed to attend clinical and that could result in a failing grade.

- Required Abilities and Health Care Provider Recommendation of Nursing Student form completed by the student and signed by a health care provider.
- Documented seasonal influenza for current season.

- Documentation of receiving immunization, or lab results for proof of immunity, for the following: Tetanus/Diphtheria/Pertussis (within the past 10 years), Varicella, Hepatitis B (3-dose series or 2-dose series), Measles, Mumps, and Rubella (2 doses).
- Documentation of annual Tuberculosis Skin Test. Results must remain current (within 365 days) during the program.
- Drug Screen testing results obtained at Rapid Results in Alpena 3-30 days prior to the first day of the program. Results must remain current (within 365 days) during the program.
- Current CPR certification from the American Heart Association (Basic Life Support [BLS]) or American Red Cross (Adult, Child and Baby First Aid/CPR/AED). Certification needs to be demonstrated; online only certifications will not be accepted. No other cards will be accepted without Director of Nursing approval.
- Students must comply with COVID monitoring and/or testing in compliance with clinical environments.
- COVID-19 vaccination or exemption must be provided prior to the start of clinicals.

Purchasing the ATI program and ACEMAPP are required for theory and clinical courses. Alpena Community College uses ACEMAPP, a secure, online clinical education platform. Students will complete a profile and a number of forms and requirements which are necessary for clinical experiences. Students are also required to purchase supplies such as a uniform (PN: maroon scrub top and bottom, ADN: white scrub top and maroon bottom), white shoes, watch with a second hand, and a stethoscope.

ACC PN graduates who exit after the PN program for greater than two semesters and current LPNs who have obtained their LPN license from another nursing program will be required to take an assessment and procedure exam after program acceptance. The assessment is the ATI LPN Comprehensive Test which currently costs \$63.00 and the procedure exam is free and will include the following skills: handwashing, sterile field, sterile gowning, vital signs, wound care, medication administration and Foley catheter insertion. Exams will be completed prior to the start of program courses.

ESTIMATION OF TUITION AND FEES

	PN PROGRAM		ADN PROGRAM	
	In-District	In-State/Out-of-State	In-District	In-State/Out-of-State
Tuition	\$5800.00	\$9240.00	\$6742.50	\$10741.50
Online Course Fee	0.00	0.00	60.00	60.00
Registration Fee	60.00	60.00	60.00	60.00
Technology Fee	240.00	240.00	279.00	279.00
Service Fee	240.00	240.00	279.00	279.00
Facilities Fee	240.00	240.00	279.00	279.00
Books, ATI, Skills Bag, ACEMAPP	2591.00	2591.00	2500.00	2500.00
Clinical Supplies (stethoscope, watch, uniform)	125.00	125.00	125.00	125.00
Fee for Licensure, NCLEX, Fingerprinting	474.00	474.00	409.00	409.00
TOTAL	\$9770.00	\$13210.00	\$10733.50	\$14732.50

The above figures are based on 2022-2023 rates and are subject to change. A student's residence status is determined in one of three categories: in-district (graduate of Alpena High School; a resident of at least six months in the Alpena Public Schools District prior to initial enrollment), in-state, or out-of-state. Tuition will be paid according to residency status.

NURSING – ADN

ASSOCIATE IN APPLIED SCIENCE (AAS) DEGREE

GENERAL EDUCATION REQUIREMENTS CREDITS: 6

ENG 112 ENGLISH COMPOSITION II (3/3)
PLS 221 *or* AMERICAN GOVERNMENT & POLITICS (3/3) *or*
PLS 222 STATE & LOCAL GOVERNMENT (3/3)

CORE PROGRAM REQUIREMENTS CREDITS: 20.5

NUR 240 ADVANCED MEDICAL SURGICAL I THEORY (2/2)
NUR 241 ADVANCED MEDICAL SURGICAL I CLINICAL (2/6)
NUR 242 ADVANCED PARENT/CHILD NURSING THEORY (2.5/2.5)
NUR 243 ADVANCED PARENT/CHILD NURSING CLINICAL (1.5/4.5)
NUR 244 PHYSICAL ASSESSMENT (1/1)
NUR 244LC PHYSICAL ASSESSMENT LAB (1/3)
NUR 249 Adv MEDICAL SURGICAL NURSING II THEORY (2/2)
NUR 249LC Adv MEDICAL SURGICAL NURSING II LAB (0.5/1.5)
NUR 250 Adv MEDICAL SURGICAL NURSING II CLINICAL (1.5/4.5)
NUR 252 PSYCHIATRIC NURSING THEORY (2/2)
NUR 252LC PSYCHIATRIC NURSING LAB (0.5/1.5)
NUR 253 PSYCHIATRIC NURSING CLINICAL (1.5/4.5)
NUR 255 NURSING LEADERSHIP (1/1)
NUR 257 Adv MEDICAL SURGICAL NURSING III CLINICAL (1.5/4.5)

MINIMUM 26.5 CREDIT HOURS/46.5 CONTACT HOURS

Nursing – RN

ASSOCIATE IN APPLIED SCIENCE (AAS) DEGREE

SUGGESTED SEQUENCE OF COURSES

YEAR 1 (FALL SEMESTER) CREDITS: 13

ENG 112 ENGLISH COMPOSITION II (3/3)
NUR 240 ADVANCED MEDICAL SURGICAL I THEORY (2/2)
NUR 241 ADVANCED MEDICAL SURGICAL I CLINICAL (2/6)
NUR 242 ADVANCED PARENT/CHILD NURSING THEORY (2.5/2.5)
NUR 243 ADVANCED PARENT/CHILD NURSING CLINICAL (1.5/4.5)
NUR 244 PHYSICAL ASSESSMENT (1/1)
NUR 244LC PHYSICAL ASSESSMENT LAB (1/3)

YEAR 1 (SPRING SEMESTER) CREDITS: 13.5

PLS 221 *or* AMERICAN GOVERNMENT & POLITICS (3/3) *or*
PLS 222 STATE & LOCAL GOVERNMENT (3/3)

NUR 249 Adv MEDICAL SURGICAL NURSING II THEORY (2/2)
NUR 249LC Adv MEDICAL SURGICAL NURSING II LAB (0.5/1.5)
NUR 250 Adv MEDICAL SURGICAL NURSING II CLINICAL (1.5/4.5)
NUR 252 PSYCHIATRIC NURSING THEORY (2/2)
NUR 252LC PSYCHIATRIC NURSING LAB (0.5/1.5)
NUR 253 PSYCHIATRIC NURSING CLINICAL (1.5/4.5)
NUR 255 NURSING LEADERSHIP (1/1)
NUR 257 Adv MEDICAL SURGICAL NURSING III CLINICAL (1.5/4.5)

NOTE: Students may have to attend clinical courses outside of Alpena County.

ADN NURSING PROGRAM APPLICATION

(Version 23.1)

INSTRUCTIONS

This application is required for the Alpena Community College ADN Nursing Program. You may submit your application once your prerequisite/PN courses have been completed or while enrolled in your last semester of prerequisite/PN courses. The open application period is February 1 – April 10 and September 1 – November 10. Late applications are accepted. Complete **ALL** sections of the application and attach **ALL** required documentation before submission. Submit your application in person to the Nursing Secretary in VLH 126A or Oscoda Main Office in room 211, or email the application to nursing@alpenacc.edu or mail it to ACC Nursing Program, 665 Johnson Street, Alpena, MI 49707.

SECTION I: APPLICANT INFORMATION

Applying for: ADN Program ADN Program – Current student in ACC PN Program

Campus Preference: Alpena Oscoda - **NOTE:** All attempts will be made to fulfill your campus preference but the Nursing Program reserves the right to place you at the campus of their choice.

Name: _____
Last Name First Name Middle Initial Suffix Former Name (If Applicable)

Address: _____
Number/Street/Apt. City State Zip Code

Cell Phone: _____ **Home Phone:** _____ **Date of Birth:** _____

Social Security Number (last four digits): _____ **ACC Student ID:** _____

ACC Student Email: _____

Transfer Information: Please list colleges/universities attended. Official transcript(s), a copy of your degree, or Letter of Completion from a college/university other than ACC must be attached if not previously submitted to the ACC Registrar to support receiving degree earned points.

College/University Name: _____ Degree: _____ Years Attended: _____ to _____

College/University Name: _____ Degree: _____ Years Attended: _____ to _____

Have you ever been a student in another ADN nursing program? No Yes - If yes, please submit a copy of your unofficial transcripts with your application and explain on the back of the application why you did not complete your studies and if you give permission to the ACC Director of Nursing to contact the Dean/Director of this program.

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SECTION II: HEALTHCARE WORK EXPERIENCE

Have you had any healthcare work experience within the last two years? No Yes - If yes, and you are a part time program applicant or an ACC LPN graduate who exited after the PN program for greater than two semesters or if you are a LPN who obtained their LPN certificate from another nursing program, you are required to submit documentation of six months of full time equivalent hours of work experience as a LPN within the last two years (1040 hours). Documentation MUST be provided from a supervisor/human resources department on agency letterhead indicating your job description, length of service, and hours per week worked for any healthcare work completed. Documentation must accompany your application.

SECTION III: CRIMINAL BACKGROUND CHECK

Obtain a criminal background check (ICHAT) from the Michigan State Police by accessing the ICHAT website, <https://apps.michigan.gov/>. There is a fee for this service. Print search results and submit them with your application.

SECTION IV: CENTRAL REGISTRY CLEARANCE

Obtain Central Registry Clearance from the State of Michigan Department of Human Services (DHS) by completing the Central Registry Clearance Request form in this packet. This service is free. Submit the completed form to the DHS agency in the county which you reside. The DHS agency will mail results directly to the nursing secretary.

SECTION V: LPN LICENSE

Obtain a copy of your current unencumbered LPN license from the State of Michigan and submit with your application.

Current ACC PN students applying to the ADN program will be required to submit proof of licensure within three months of beginning the ADN program. Students unable to provide licensure will be suspended from the program.

SECTION VI: SIGNATURE

Applications will be reviewed one week following the end of each semester. All applicants can expect to receive notice from the Nursing Department two weeks following the end of each semester. Notification can be sent to your ACC email.

I verify the information provided on this application is correct and complete.

Applicant Signature: _____ Date: _____

How did you hear about the Nursing Program at ACC? _____

It is the policy of Alpena Community College that it does not discriminate on the basis of race, color, religion, national origin, gender, sex, age or disability. The College practices and policies also comply with the Michigan Persons with Disabilities Civil Rights Act (PDCRA) and the Michigan Elliott-Larson Civil Rights Act (ELCRA) which prohibits discrimination in hiring based on age, height, weight and marital status and familial status in addition to race, color, religion, sex (which includes pregnancy) and national origin.

For Office Use Only:

DATE/TIME RECEIVED: _____ INITIALS: _____

ICHAT Central Healthcare Degree License

DHS-1929, CENTRAL REGISTRY CLEARANCE REQUEST

Michigan Department of Health and Human Services

(Revised 4-22)

COPY PHOTO ID HERE
OR
ATTACH A SEPARATE PAGE

SECTION 1 – INFORMATION ON PERSON BEING CLEARED

Name, (First, Middle, Last)	Signature Required for Individual Being Cleared	Date
Maiden Name, Aliases, also known as (A.K.A)	Social Security Number	Date of Birth
Address	City	State Zip Code
Phone Number	Email	

I am completing this for myself.

I would like to pick up my results in _____ County (For Michigan Residents Only).

SECTION 2 – REQUESTER INFORMATION

Check Appropriate Box

Employer Volunteer Agency Adoption/Foster Care Home Screening

Court/Law Enforcement/Department of Corrections/Prosecuting Attorney

Other **School**

Name of Agency or Organization Alpena Community College Nursing Progr	Name of Requester Lisa Brege		
Address 665 Johnson Street	City Alpena	State MI	Zip Code 49707
Email bregel@alpenacc.edu	Fax 989-358-7559	Phone Number 989-358-7217	

Employers/Volunteer Agencies will ONLY receive responses of NO central registry if the person being cleared has approved this request with their signature. Employers/volunteer agencies will NOT receive notification if the name submitted has any central registry hits per CPL 722.627. For questions about completing this form, please contact the local Michigan Department of Health and Human Services, see attached contact list.

This clearance does not identify individuals who may have child abuse/neglect history in other states, territories, or tribal trust land.

The confidentiality of central registry information is protected by Sections 7 through 7j of the Michigan Child Protection Law (MCL 722.627-722.627j). Anyone who violates this protection is guilty of a misdemeanor and is civilly liable for damages.

The Michigan Department of Health and Human Services will not exclude from participation in, deny benefits of, or discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, partisan considerations, or a disability or genetic information that is unrelated to the person's eligibility.

INSTRUCTIONS FOR FILLING OUT THE DHS-1929

Michigan residents requesting clearance on themselves (You must possess a Michigan identification) Complete section one and sign the form in the box provided. Include a copy of your Michigan picture identification (driver's license or passport are most acceptable). Please NOTE, the results will only be sent to the address on your picture identification. Submit your DHS-1929 form with identification to MDHHS for processing. See the attached list for MDHHS county office locations and contact numbers.

Michigan agencies, schools, preschool, daycare providers, employers, and volunteer agencies The person being cleared completes section one, signs the form, and adds a copy of their picture identification (driver's license or passport are most acceptable). The requester completes section two with name of agency, name of requester, address, phone, email, and fax number. Submit the DHS-1929 with identification to MDHHS for processing. See the attached list for MDHHS county office locations and contact numbers.

Individuals outside of Michigan For out of state Individuals requesting clearance on themselves, complete section one and sign the form. Include a copy of your state picture identification (driver's license or passport are most acceptable). Please NOTE, the results will only be sent to the address on your picture identification. Submit your request to Michigan Department of Health and Human Services fax 517-763-0280.

Agencies, schools, preschool, daycare providers, employers, and volunteer agencies outside of Michigan For out of state agencies, the person being cleared completes section one, signs the form, and adds a copy of their state picture identification (driver's license or passport are most acceptable). The requester completes section two with name of agency, name of requester, address, phone, email, and fax number. Submit your request to Michigan Department of Health and Human Services fax 517-763-0280.

Out-of-State Adoption and Foster Home Screening Please access our website at www.michigan.gov/mdhhs and follow the instructions for submitting an outstate request for adoption and foster home screening. To submit a central registry request or for questions, email: MDHHS-DCWL-OSCR@michigan.gov.

Michigan Camp Volunteers and Employees (All Types) Please contact the Department of Licensing and Regulatory Affairs, Bureau of Community Health Systems at 866-685-0006 or www.michigan.gov/lara. Submit completed form BCHS-camp 001 (Rev 1/16) to the address on the form.

Outstate government agencies requesting information, please access our website at www.michigan.gov/mdhhs follow the links to child abuse and neglect or call 517-241-9794.

If a person is listed on central registry the results will only be sent to the individual at the address on their photo identification.

County	Address	Phone	Fax
Alcona	410 E. Main St. Harrisville MI 48740	989-724-9000	989-362-6629
Alger	234 W. Baraga Ave, Marquette 49855 (Courthouse Annex)	906-628-7002	906-387-4710
Allegan	3255 122nd., Ste. 300 Allegan, MI 49010	269-673-7700	269-673-7795
Alpena	600 Walnut St., Alpena MI 49707	989-354-7200	989-354-7242
Antrim	203 E. Cayuga St., PO Box 316, Bellaire, MI 49615	231-533-8664	231-533-8740
Arenac	3709 Deep River Rd., Standish, MI 48658	989-846-5500	989-846-4365
Baraga	108 Main St., PO Box 10, Baraga, MI 49908	906-353-4700	906-353-8415
Barry	430 Barfield Dr., Hastings, MI 49058	269-948-3200	269-948-4101
Bay	1399 W. Center Rd., Essexville, MI 48732	989-895-2100	989-895-2494
Benzie	448 Court Plaza Govt. Ctr., PO Box 114, Beulah, MI 49617	231-882-1330	231-882-9078
Berrien	401 Eighth St., PO Box 1407, Benton Harbor, MI 49023	269-934-2000	269-934-2115
Branch	388 Keith Wilhelm Dr., Coldwater, MI 49036	517-279-4200	517-278-5346
Calhoun	190 E. Michigan Ave., PO Box 490, Battle Creek, MI 49016	269-966-1284	269-966-2837
Cass	325 M-62, Cassopolis, MI 49031	269-445-0200	269-445-0298
Charlevoix	2229 Summit Park Dr., Petoskey, MI 49770	231-348-1600	231-347-6211
Cheboygan	827 S. Huron St., Cheboygan, MI 49721	231-627-8500	231-627-8546
Chippewa	463 East 3 Mile Rd., Sault Ste. Marie, MI 49783	906-635-4100	906-635-4173
Clare	725 Richard Dr., Harrison, MI 48625	989-539-4260	989-539-4200
Clinton	105 W. Tolles Rd., St. Johns, MI 48879	989-224-5500	989-224-3896
Crawford	230 Huron Grayling, MI 49738	989-348-7691	989-348-2838
Delta	305 Ludington St., Escanaba, MI 49829	906-786-5394	906-786-5350
Dickinson	1401 Carpenter Ave. Ste. A, Iron Mountain, MI 49801	906-779-4100	906-774-2775
Eaton	1050 Independence Blvd., Charlotte, MI 48813	517-543-0860	517-543-2125
Emmet	2229 Summit Park Dr., Petoskey, MI 49770	231-348-1600	231-347-6211
Genesee	125 E. Union St., PO Box 1628, Flint, MI 48501	810-760-2550	810-760-2745
Gladwin	675 E. Cedar Ave., Gladwin, MI 48624	989-426-3300	989-426-3353
Gogebic	301 E. Lead St., Bessemer, MI 49911	906-663-6200	906-663-6230
Gd Traverse	701 S. Elmwood Ste.19, Traverse City, MI 49684	231-941-3900	231-941-0037
Gratiot	201 Commerce Dr., Ithaca, MI 48847	989-875-5181	989-875-2811
Hillsdale	40 Care Dr., Hillsdale, MI 49242	517-439-2200	517-439-0015
Houghton	47420 State Hwy. M-26 Ste. 62, Houghton, MI 49931	906-482-0500	906-487-7726
Huron	1911 Sand Beach Rd., Bad Axe, MI 48413	989-269-9201	989-269-9875
Ingham	5303 S. Cedar St., Lansing, MI 48911	517-887-9400	517-887-9500
Ionia	920 E. Lincoln, Ionia, MI 48846	616-527-5200	616-527-1849
Iosco	2145 E. Huron Rd., East Tawas, MI 48730	989-362-0300	989-362-6629
Iron	337 Brady Ave., PO Box 250, Caspian, MI 49915	906-265-9958	906-265-6390
Isabella	1919 Parkland Dr., Mt. Pleasant, MI 48858	989-772-8400	989-772-8460
Jackson	301 E. Louis Glick Hwy., Jackson, MI 49201	517-780-7400	517-780-7160
Kalamazoo	427 E. Alcott St., Kalamazoo, MI 49001	269-337-4900	269-337-5179
Kalkaska	503 North Birch St., Kalkaska, MI 49646	231-258-1200	231-258-4482
Kent	121 MLK Jr. St. SE, Ste. 200, Grand Rapids, MI 49507	616-248-1000	616-248-1059

County	Address	Phone	Fax
Keweenaw	3616 Highway US-41, PO Box 351, Mohawk, MI 49950	906-337-3302	906-337-1131
Lake	5653 S. M-37, Baldwin, MI 49304	231-745-8159	231-745-2930
Lapeer	1505 Suncrest Dr., Lapeer, MI 48446	810-667-0800	810-667-0795
Leelanau	701 S. Elmwood Ste. 19, Traverse City, MI 49684	231-941-3900	231-941-0037
Lenawee	1040 S. Winter St. Ste. 3013, Adrian, MI 49221	517-264-6300	517-264-6357
Livingston	2300 E. Grand River Ste. 1, Howell, MI 48843	517-548-0200	517-548-0298
Luce	500 W. McMillan, Newberry, MI 49868	906-293-5144	906-293-3857
Mackinac	199 Ferry Lane, Saint Ignace, MI 49781	906-643-9550	906-643-7467
Macomb	44777 North Gratiot, Ste A, Clinton Township, MI 48036	586-469-7700	586-346-9888
Macomb	13041 E. 10 Mile Rd. Warren, MI 48089	586-427-0600	586-427-0668
Macomb	41227 Mound Rd. Ste. A, Sterling Heights, MI 48314	586-254-1500	586-254-8029
Manistee	1672 US 31 South, Manistee, MI 49660	231-723-8375	231-398-2106
Marquette	Courthouse Annex, 234 W. Baraga Ave., Marquette, MI 49855	906-228-9691	906-228-3393
Mason	915 Diana St., Ludington, MI 49431	231-845-7391	231-843-1430
Mecosta	800 Water Tower Rd., Big Rapids, MI 49307	231-796-4300	231-796-0799
Menominee	2612 10th St., Menominee, MI 49858	906-863-9965	906-863-7426
Midland	1509 Washington, Ste. A, Midland, MI 48641	989-835-7040	989-835-7597
Missaukee	10641 W. Watergate Rd., Cadillac, MI 49601	231-779-4500	231-779-4507
Monroe	903 S. Telegraph, Ste. A, Monroe, MI 48161	734-243-7200	734-243-1660
Montcalm	609 N. State, PO Box 278, Stanton, MI 48888	989-831-8400	989-831-8496
Montmorency	13210 M-33, Atlanta, MI 49709	989-785-4218	989-785-2302
Muskegon	2700 Baker St., PO Box 4290, Muskegon Heights, MI 49444	231-733-3700	231-733-3872
Newaygo	1018 Newell, PO Box 640, White Cloud, MI 49349	231-689-5500	231-689-5586
Oakland	51111 Woodward Ave., Pontiac, MI 48342	248-975-5700	248-975-5550
Oceana	4081 W. Polk Rd., Hart, MI 49420	231-873-7251	231-873-3803
Ogemaw	444 E. Houghton Ave., West Branch, MI 48661	989-345-5135	989-345-4688
Ontonagon	408 Cooper St., Ste. B, Ontonagon, MI 49953	906-813-7006	906-884-6323
Osceola	800 Water Tower Rd., Big Rapids, MI 49307	231-796-4300	231-796-0799
Oscoda	200 W. Fifth St., Mio, MI 48647	989-826-4000	989-826-3961
Otsego	931 S. Otsego Ave., Gaylord, MI 49735	989-732-1702	989-732-8715
Ottawa	12185 James St. Ste. 200, Holland, MI 49424	616-394-7200	616-395-5526
Presque Isle	164 N. Fourth St., Rogers City, MI 49779	989-734-2108	989-734-2767
Roscommon	715 S. Loxley Rd., Houghton Lake, MI 48629	989-366-2300	989-366-2304
Saginaw	411 E. Genesee, PO Box 5070, Saginaw, MI 48605	989-758-1100	989-758-1485
St. Clair	220 Fort St., Port Huron, MI 48060	810-966-2000	810-966-2025
St. Joseph	692 E. Main St., Centreville, MI 49032	269-467-1200	269-467-1229
Sanilac	515 S. Sandusky Rd., Sandusky, MI 48471	810-648-4420	810-648-4432
Schoolcraft	300 Walnut St., Manistique, MI 49854	906-341-2114	906-341-2110
Shiawassee	1720 E. Main St. Ste. 1, Owosso, MI 48867	989-725-3200	989-725-3308
Tuscola	1365 Cleaver Rd., Caro, MI 48723	989-673-9100	989-673-9209
Van Buren	57150 CR 681, Hartford, MI 49057	269-621-2800	269-621-2927

County	Address	Phone	Fax
Washtenaw	22 Center St., Ypsilanti, MI 48198	734-481-2000	734-481-8386
Wayne North	8625 Greenfield, Detroit MI 48228	313-852-1700	313-852-1891
Wayne South	1801 E. Canfield Detroit, MI 48207	313-578-5500	313-578-5392
Wayne West	27540 Michigan Ave., Inkster, MI 48141	313-931-6385	313-931-6439
All Wayne	Visit www.michigan.gov/mdhhs for all offices		
Wexford	10641 W. Watergate Rd., Cadillac, MI 49601	231-779-4500	231-779-4507
Outstate	PO Box 30037, Ste. 510, Lansing, MI 48909-7537	517-373-6028	517-763-0280