

WELLNESS | HEALTHCARE | MEDICAL CAREER TRAINING ● ●

Pharmacy Technician Certification Program

This comprehensive, 50-hour course will prepare you to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's (PTCB) exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions, and defining drugs by generic and brand names.

Through classroom lecture and hands-on labs, you will review instruction on dosage calculations, drug classifications, the "top 200 drugs," I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control, and billing and reimbursement.

Clinical Externship: In addition to classroom and labs, this course includes a clinical externship through a local pharmacy. Upon successful completion of this course, you will be eligible to participate in an 80-hour clinical externship with a local retail pharmacy. You may be required to submit a thorough background check, drug screening and meet other requirements.

Cost includes textbooks, supplies and clinical externship. CEUs: 5.3

MEDCL 807-81 

\$1,049 (Senior Fee \$924)

Mon/Wed Mar. 13 - May 1
6 - 9:30 p.m. Z 271

Staff

Clinical Medical Assistant Program

Prepare for an exciting, challenging and rewarding career in healthcare. This course will train you to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. You will review important topics, including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology (including proper lead placements), professional workplace behavior, ethics and the legal aspects of healthcare.

Upon successful completion of the course, you will be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national exam.

Clinical Externship: In addition to the 140 hours of classroom lecture and hands-on labs, this course includes a clinical externship with a local healthcare provider. Upon successful completion of this course, you will be eligible to participate in the 160-hour clinical externship. You may be asked to submit to a thorough background check, drug screening and meet other requirements.

Class meets from 9 a.m. - 4 p.m. on the following Saturdays: March 18, April 1, 8, 29, May 13 and June 3.

Cost includes textbooks, supplies and clinical externship. CEUs: 14.0

MEDCL 826-81 

\$2,499 (Senior Fee \$2,209)

Tues/Thurs/Sat Mar. 7 - June 8
6 - 9:30 p.m. Z 260

Staff

Dental Assisting Program

Our dental assisting program will prepare you for entry-level positions in one of the fastest growing health care positions. The purpose of this course is to familiarize you with all areas of pre-clinical dental assisting and provide training in the professional skills required to function as an assistant in the dental practice.

The following key areas are included: Administrative aspects including the history of dentistry and dental assisting; introduction to the dental office; the legal aspects of dentistry, and policies and guidelines. Clinical aspects include: introduction to oral anatomy; dental operator; dental equipment; introduction to tooth structure; primary and permanent teeth; the oral cavity and related structures; proper patient positioning; dental hand-pieces; sterilization, and other areas.

In addition to entry-level administrative jobs, this course is ideal for those interested in pursuing a formal dental hygienist program. This course includes a clinical externship rotation for all students.

Clinical Externship: Upon successful completion of the course, you will be eligible to participate in a 40-hour clinical externship with a local healthcare provider. You may be asked to submit to a thorough background check, drug screening and meet other requirements.

Cost includes textbooks, supplies and clinical externship. CEUs: 6.0

MEDCL 828-81 

\$1,254 (Senior Fee \$1,106.50)

Mon/Wed Mar. 13 - May 8
6 - 9:30 p.m. Z 260

Staff

CLINICAL EXTERNSHIPS

Externships are learning opportunities giving you short practical experiences in your field of study. Externships are often viewed as job shadowing, as you are closely supervised by employee volunteers who will walk you through day-to-day routines. The experience allows you to apply your coursework experience in a real-life setting and a chance to observe and ask questions to prepare for the transition from school to career. Externships are an excellent way to help get your foot in the door for possible job openings.

HEALTHCARE TRAINING PROGRAMS

The following online training programs are being brought to you through a partnership with Career Step. Career Step offers career-focused education designed to help students quickly enter the workforce. It is committed to providing the best education with interactive learning tools; one-on-one instructor support by phone, e-mail and chat, and comprehensive graduate resources to help students transition from education to employment.

Medical Administrative Assistant with EHR **\$2,695 (Senior Fee \$2,452.55)**

This course prepares students to earn the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) credentials. Topics studied include ezEMRx EHR software, Microsoft Office, healthcare documentation and office procedures. Enrollment includes ebooks and exam vouchers for the two national certifications.

**Other courses available: Medical Administrative Assistant or Executive Assistant*

Professional Medical Coding and Billing **\$2,995 (Senior Fee \$2,725.50)**

Prepare for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certifications. Topics studied include reimbursement methodologies, biomedical sciences and current code sets. Enrollment includes ebooks, codebooks and a voucher for one of the certification exams.

Pharmacy Technician* \$1,995 (Senior Fee \$1,815.50)

This course prepares students for the Pharmacy Technician Certification Board (PTCB) Exam. Topics studied include pharmacology, pharmacy law and pharmaceutical calculations. There are also externship opportunities at a local Walgreens or CVS pharmacy. Enrollment includes ebooks, a drug reference handbook and a voucher for the PTCB Exam.

**Other courses available: Pharmacy Technician with Healthcare Administration or Pharmacy Technician with Healthcare Billing*

Medical Transcription \$2,795 (Senior Fee \$2,543.55)

Approved by the Association for Healthcare Documentation Integrity (AHDI), this program prepares students for medical transcription careers. Topics studied include medical terminology, anatomy and healthcare documentation, among others. Enrollment includes ebooks, a transcription foot pedal, an AHDI membership and a voucher to take the RHDS exam.

Medical Transcription Editor **\$2,995 (Senior Fee \$2,725.50)**

Approved by the Association for Healthcare Documentation Integrity (AHDI), the medical transcription editor program prepares students for medical transcription and editing careers. Topics studied include documentation, biomedical sciences and editing theory. Enrollment includes ebooks, a transcription foot pedal, an AHDI membership and a voucher to take the RHDS exam.

Medical Billing \$2,995 (Senior Fee \$2,725.50)

The medical billing program helps students develop the knowledge and skills they need to work in healthcare reimbursement. Topics studied include bundled payments, the impact of the Affordable Care Act and experience with current billing forms. Enrollment includes ebooks and a Certified Billing and Coding Specialist (CBCS) exam voucher.

Medical Office Manager \$3,795 (Senior Fee \$3,453.55)

This course prepares students for the Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS) credentials. Topics studied include Microsoft Office basics, medical terminology, healthcare documentation, practice finances, billing and collections, and special considerations like ICD-10 and X12 5010. Enrollment includes ebooks and two certification exam vouchers.

Professional Medical Coding and Billing with Applied PCS

\$3,495 (Senior Fee \$3,180.55)

This course prepares students for the Certified Coding Associate (CCA) and Certified Professional Coder (CPC) certifications. Students develop a healthcare knowledge base and train on current and advanced code sets. Enrollment includes ebooks, codebooks and a certification exam voucher.

Health Information Technology **\$3,795 (Senior Fee \$3,453.55)**

Prepare for the CompTIA A+, Certified Electronic Health Records Specialist (CEHRS) and Certified Medical Administrative Assistant (CMAA) certifications. Topics studied include computer hardware/software, troubleshooting, healthcare documentation and electronic health records. Enrollment includes ebooks, study guides, a repair toolkit and power supply tester, and four certification exam vouchers.

Veterinary Assistant

\$1,995 (Senior Fee \$1,815.50)

Our veterinary assistant program helps students develop the knowledge and skills needed to work in a veterinary office. Topics studied include office and exam room procedures, communication and client relations, and small and large animal nursing, among others. Enrollment includes 6 months of course access and ebooks.

Available Promotions:

For the **Medical Transcription and Editing** or **Professional Medical Coding and Billing**, **Pharmacy Technician with Healthcare Administration**, **Pharmacy Technician with Healthcare Billing**, **Medical office Manager** and **Healthcare IT courses**, select from the following: a laptop, iPad, Kindle with electronic text or \$300 off the program price.

For the **Medical Transcription and Medical Administrative Assistant with HER courses**, select a laptop, iPad, Kindle with electronic text or \$200 off the price of the program.

For the **Pharmacy Technician**, **Medical Billing**, **Medical Administrative Assistant**, **Executive Assistant** and **Veterinary Assistant courses**, select from the following: a laptop, iPad, Kindle with electronic text or \$125 off the program price.

Healthy Living in Today's World

Do you ever wonder why we have so many health concerns today? Maybe it is the way we are eating and living. Learn how to protect and even regain your health. We will discuss organic vs. conventional food, the rise of diabetes, chemicals in our food, and GMOs and their effects. We will also discuss the toxins that we are exposing ourselves to and how to eliminate them. You may sign up for individual sessions or take advantage of a \$50 savings by enrolling in the series.

HLTSC 746-81 - afternoon series

\$94 (Senior Fee \$47) for the series or \$24 (Senior Fee \$12) per individual class
Wednesdays Mar. 8 - Apr. 19
12:15 - 1:15 p.m. Z 258 Edmunds

Sugar and Diabetes

Learn why diabetes and obesity are on the rise and how they are related to how much sugar we consume. We will discuss hidden sugars, artificial sweeteners and their risks, as well as how to protect yourself from Type 2 diabetes.

HLTSC 746A-81

Wednesday Mar. 8 12:15 - 1:15 p.m.

Organic Food

Learn the difference between organic and conventionally grown produce. We will discuss the dangers of pesticides and how to protect yourself. Topics will include organic meats, grass-fed beef, what type of eggs to buy, organic dairy products and where to find these foods.

HLTSC 746B-81

Wednesday Mar. 15 12:15 - 1:15 p.m.

Best Ingredients

Good fats vs. bad fats, which type of fat should you be consuming, and is there such a thing as a good fat? We will discuss trans fats and how to avoid them, as well as salt and how all salt is not created equal. In addition, learn the benefits of vinegars and which type to use.

HLTSC 746C-81

Wednesday Mar. 22 12:15 - 1:15 p.m.

GMOs and Soy

Learn the history of GMOs, the dangers to our health and the environment and how to avoid them. Discover what GMOs are doing to independent farmers and how we can help. We'll also discuss the frequent misconception that soy is a health food.

HLTSC 746D-81

Wednesday Mar. 29 12:15 - 1:15 p.m.

More Natural Living Ideas

In this session, learn about diet options for different illnesses, natural dental practices and why we need to filter our water. Other topics to be discussed include juicing, smoothies, common food sensitivities and foods you should consider avoiding.

HLTSC 746E-81

Wednesday Apr. 12 12:15 - 1:15 p.m.
Meets in Z 271

Natural Body Care and Keeping Your Home Healthy

Did you know that the EPA estimates that indoor air quality is 70 percent worse than outdoor air quality? Learn why and what to do about it, as well as gain body care and cleaning product recommendations. In addition, learn about phthalates, parabens and BPAs and what they can do to our health.

HLTSC 746F-81

Wednesday Apr. 19 12:15 - 1:15 p.m.



Healthy Living in Today's World — Evening Sessions

The same series of classes is also offered in the evening for those who cannot attend during the afternoon. The same content will be covered.

HLTSC 746-82

\$94 (Senior Fee \$47) for the series or \$24 (Senior Fee \$12) per individual class
Thursdays Apr. 20 - May 25
7:45 - 8:45 p.m. Z 259 Edmunds

Sugar and Diabetes

HLTSC 746A-82

Thursday Apr. 20 7:45 - 8:45 p.m.

Organic Food

HLTSC 746B-82

Thursday Apr. 27 7:45 - 8:45 p.m.

Best Ingredients

HLTSC 746C-82

Thursday May 4 7:45 - 8:45 p.m.
Meets in A 173b

GMOs and Soy

HLTSC 746D-82

Thursday May 11 7:45 - 8:45 p.m.

More Natural Living Ideas

HLTSC 746E-82

Thursday May 18 7:45 - 8:45 p.m.

Natural Body Care and Keeping Your Home Healthy

HLTSC 746F-82

Thursday May 25 7:45 - 8:45 p.m.

Eat Right for Your Type

Join us as we discover the foods that best suit you. Is one diet right for everyone? No, we have bio-individuality which means depending on your genetic make-up, you'll feel better eating certain foods. Learn what works best for you as we look at factors such as ancestry, body type and even the geographical area we live in. Different diet theories, such as the Blood Type Diet, Metabolic Type Diet, Raw Foods Diet, as well as Ayurvedic principals will be discussed.

HLTSC 751-81

\$79 (Senior Fee \$39.50)
Wednesdays May 3 - 17
11 a.m. - 1 p.m. Z 257 Edmunds

About the Instructor - Theresa Edmunds

Theresa Edmunds, CHC, founder of Natural Concepts Health Counseling, educates, supports and inspires individuals and families to create wellness through nutrition and natural living principles. Theresa is a Certified Health Counselor who received her training through the Institute for Integrative Nutrition in New York City and is certified by the American Association of Drugless Practitioners. She is also a Certified GAPS Practitioner. Theresa is passionate about helping people discover that there is a better way to true, lasting health. She believes that through education, real nutrition and natural living principles, we can change the state of health in America.

All Disease Begins in the Gut - Hippocrates

What do ADHD, auto immune diseases, depression, autism, food allergies and eczema all have in common? A compromised digestive system. Can it possibly be that simple? Yes! Whether you have a symptom mentioned above or digestive issues (acid reflux, IBS, constipation, etc.), this class can help you regain your health. We will look at diets that heal the digestive system and which types of food nourish your body and which ones cause damage.

HLTSC 747-81

\$94 (Senior Fee \$47)
Wednesdays Mar. 8 - Apr. 19
11 a.m. - Noon Z 258 Edmunds
No class on April 5

HLTSC 747-82

\$94 (Senior Fee \$47)
Thursdays Apr. 20 - May 25
6:30 - 7:30 p.m. Z 259 Edmunds

Gluten - The Hidden Epidemic

Do you lack energy? Can't lose weight? Have digestive problems? Have auto immune issues or unexplained symptoms? It could be gluten-sensitivity. It is estimated that up to 50 percent of the population may be gluten-intolerant and not even know it. Digestive problems, bloating and IBS are some of the more recognized symptoms, but many things like allergies, skin conditions, thyroid problems and auto-immune diseases are linked to gluten issues. Learn how to possibly prevent gluten-intolerance as well as receive practical advice for living and eating gluten-free.

HLTSC 748-81

\$64 (Senior Fee \$32)
Thursdays Feb. 9 & 16
11 a.m. - 1 p.m. Z 259 Edmunds

Essential Oils

Essential oils have been used for thousands of years. They are made by extracting a plant's essence making them far more potent than the plant itself. Learn how to use these oils to treat physical conditions, prevent illness, enhance emotional wellbeing, supplement beauty regimens as well as cleaning and purifying the home. Essential oils are an important tool in natural health care and can be used in so many ways. Learn which oils could benefit you.

HLTSC 762-81

\$24 (Senior Fee \$12)
Wednesday Feb. 22
11 a.m. - Noon Z 258 Edmunds

Homeopathic Remedies

Homeopathic medicine has been used for years with much success. Homeopathic remedies are made of minute doses of plants, minerals or animal substances which stimulate the body's immune system. These medicines have the ability to bring about a healing reaction in the body without any side effects. Certain remedies are helpful for specific conditions. We will learn how to use remedies for emotions like grief or anxiety, as well as for specific physical illness and ailments. Everyone can benefit from homeopathic remedies.

HLTSC 761-81

\$24 (Senior Fee \$12)
Wednesday Feb. 22
12:15 - 1:15 p.m. Z 258 Edmunds

Boost Your Immune System

Learn how to strengthen your immune system through time-tested methods, including how to keep your children healthy this winter. Prepare yourself when you find that you are coming down with something, and shorten the duration of the illness. Vitamins, minerals, supplements, essential oils and other alternatives will be discussed.

HLTSC 757-81

\$24 (Senior Fee \$12)
Thursday Feb. 23
11 a.m. - Noon Z 257 Edmunds

The Real Truth about Food

Should we believe the health claims on our food packaging? Learn the truth about what you and your family are eating, including the chemicals in food and their side effects. Become an informed consumer so that you can make good choices to protect your health.

HLTSC 755-81

\$24 (Senior Fee \$12)
Thursday Feb. 23
12:15 - 1:15 p.m. Z 258 Edmunds

Children's Health

Children's health continues to decline, and health concerns are on the rise. Not only are children not getting the nutrition they need from their food, they are susceptible to issues as their brains and bodies are developing. Learn how you can change your child's diet to help them develop properly and avoid future disease, as well as the best and the worst foods for them.

HLTSC 754-81

\$24 (Senior Fee \$12)
Thursday Mar. 9
11 a.m. - Noon Z 257 Edmunds



Recovering from Autism and ADHD

Today, children are plagued by chronic illnesses such as food allergies, asthma, behavioral issues and learning problems. What could be causing this? We will explore the relationship between these issues and the food and environment to which they are exposed. Learn about how diet, supplements and therapies can change a child's life.

HLTSC 753-81

\$24 (Senior Fee \$12)
Thursday Mar. 9
12:15 - 1:15 p.m. Z 257 Edmunds

The Truth About Heart Health

Cardiovascular health is one of the biggest health issues facing Americans today. What if much of what we have been told in the last 30 years is untrue? The latest research reveals just that; we've been eating the wrong foods for a healthy heart. We will discuss the low-fat movement and what truly healthy food is. The latest research about cholesterol will be presented, as well as exploring the role inflammation plays in effecting our health.

HLTSC 759-81 ❄️

\$24 (Senior Fee \$12)

Thursday Mar. 16

12:15 - 1:15 p.m. Z 271 Edmunds

Natural Dental Care

Did you know that dental issues can affect the whole body? Often we overlook how important our dental health is to our overall health. Did you know that some conventional dental practices can actually cause health issues? Learn the secrets to keeping yourself healthy with natural dental care. We will discuss issues like mercury in fillings, the problems and health issues from fluoride (including thyroid issues), root canals and their side effects, preventing and curing cavities, alternatives to braces for children and curing periodontal disease.

HLTSC 760-81 ❄️

\$24 (Senior Fee \$12)

Thursday Mar. 16

11 a.m. - Noon Z 271 Edmunds

Protecting Yourself Against Cancer

Learn about additives in food and our environment that are linked to cancer. Healthy alternatives and foods that protect against free-radicals will be discussed, as well as detoxing and natural therapies to boost the body's immune system. Diets that have cured cancer and alternative treatments will be included.

HLTSC 756-81 ❄️

\$24 (Senior Fee \$12)

Thursday Mar. 23

11 a.m. - Noon Z 259 Edmunds

Women's Health

Women's health issues such as breast cancer, thyroid disease and diabetes are on the rise, and many are directly related to the way we live and eat today. We will discuss the difference between a traditional diet and our modern diet, and explore the controversy over soy and toxins. We will also learn how to take preventative action to protect ourselves from these conditions.

HLTSC 749-81 ❄️

\$24 (Senior Fee \$12)

Thursday Mar. 23

12:15 - 1:15 p.m. Z 259 Edmunds

First Aid, Adult CPR/AED and Child CPR Certification

Gain the basic understanding and awareness of ill or injured persons in any environment. You will learn first-on-scene emergency care, concerns regarding the complications of medical or trauma patients from improper actions, and instructions to assist trained emergency care providers.

You'll observe and practice rescue breathing, CPR techniques and AED use. You must show competency in these skills through a written exam and through demonstration to receive a certification card in adult and child CPR and AED use.

Continental breakfast, lunch and materials are included in the cost for those attending a full day of training. CEUs: .8

Note: Child CPR is also available for an additional \$10. Please inquire at the time of registration.

REGISTRATION DEADLINE IS ONE WEEK IN ADVANCE.

MEDCL 806A-81 ❄️

\$99 (Senior Fee \$57)

Friday Mar. 3

8 a.m. - 4:30 p.m. Z 257 Staff

Annual Nursing Forum

MCCC's Health Sciences Division is pleased to once again offer the Annual Nursing Forum (formerly Nurses' Alumni Day). Guest speakers will be presenting on a variety of topics throughout the day. Continental breakfast and lunch are included in the cost. Attendees can earn continuing education credit for participation. CEUs: .7

MEDCL 721-81 ☀️

\$20 (Senior Fee \$10)

Wednesday June 21

8:30 a.m. - 4 p.m. La-Z-Boy Center

