

Health Care Occupations

Phlebotomy Technician Program

96 hrs \$1,599

This 96 hour Phlebotomy Technician Program prepares professionals to collect blood specimens from clients for the purpose of laboratory analysis. Students will become familiar with all aspects related to blood collection and develop comprehensive skills to perform venipunctures completely and safely. Classroom and lab work includes terminology, anatomy and physiology; blood collection procedures; specimen hands-on practice; and training in skills and techniques to perform puncture methods. **Note:** There is no outside externship rotation included with this program. **Textbook included.**

•3436-PLAB1023-001

M/W Sept. 28 - Dec. 16 6:00 - 9:30 p.m.

Sat. Oct. 24, Nov. 14, Dec. 12 9:00 a.m. - 3:00 p.m.

Location: MHC, E06 Instructor: Veronika Moreno

Financial Aid via TPEG available for qualified applicants. Deadline for TPEG is Wednesday, Sept. 9. See page 2.

Medical Billing and Coding Program

70 hrs. \$1,499

This combined 70 hour billing and coding course offers the skills needed to solve insurance billing problems, how to manually file claims (using the CPT and ICD-9 manual), complete common insurance forms, trace delinquent claims, appeal denied claims and use generic forms to streamline billing procedures. The course covers the following areas: CPT (Introduction, Guidelines, Evaluation and Management), specialty fields (such as surgery, radiology and laboratory), ICD-9 (Introduction and Guidelines) and basic claims processes for medical insurance and third party reimbursements. Students will learn how to find the service and codes using manuals, (CPT, ICD-9 and HCPCS). After obtaining the practical work experience (6 months to 2 years), students who complete this course could be qualified to sit for the American Academy of Professional Coders (AAPC) - Certified Professional Coder Exam (CPC or CPC-H Apprentice); the American Health Information Association (AHIMA) Certified Coding Associate (CCA) exam; and/or other National Certification Exams.

M/W Oct. 5 - Dec. 16 6:00 - 9:30 p.m.

Location: ATC, 227 Instructor: TBA

Texas Dental Assisting Program

100 hrs \$1,799

The Dental Assisting Program prepares students for entry level positions in one of the fastest growing health care positions. The program will cover key areas and topics exposing the student to both classroom, hands-on instruction, and lab experience. The classroom instruction reviews the necessary anatomy, terminology, legal and ethical issues as well as the policy and guidelines necessary to understanding the scope of practice and the practical aspects of dental assisting. Topics include instrument identification, equipment maintenance, tooth structure and oral cavity anatomy, dental anesthesia, sterilization, and charting. The student will learn the steps necessary to assisting the dentist while providing quality dental care within the community. Program includes review of tooth charting, restorations, bridge implants, bitewing, panoramic, and periapical x-ray and the mixing of dental cements. Additionally, this 100 contact hour course includes a CPR certification course and covers the relevant material necessary to prepare students to take the State of Texas "Registered Dental Assistant (RDT)" Exam. **Textbook included.**

•3614-DNTA1091-001

T/Th Oct. 6 - Dec. 15 6:00 - 9:30 p.m.

Sat. Oct. 17, Nov. 7, 21, Dec. 5 9:00 a.m. - 3:00 p.m.

Sat. Dec. 5 9:00 a.m. - 5:00 p.m.

Location: ATC, 227 Instructor: Jodie McLain

Financial Aid via TPEG available for qualified applicants. Deadline for TPEG is Wednesday Sept. 16. See page 2.

EKG Technician Certification Program

50 hrs \$999

This comprehensive program prepares students to function as EKG Technicians and to take the American Society of Electrocardiograph (EKG) Technician exam and other National Certification Exams. This course will include important practice and background information on anatomy of the heart and physiology, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, laboratory assisting, electrocardiography and echocardiography. Additionally, students will practice with equipment and perform hands on labs including introduction to the function and proper use of the EKG machine, the normal anatomy of the chest wall for proper lead placement, 12-lead placement and other clinical practices. **Textbook included.**

•3437-ECRD1011-001

T/Th Oct. 6 - Nov. 24 6:00 - 9:30 p.m.

Location: MHC, E06 Instructor: Eugenia Breu

Pharmacy Technician Program

50 hrs \$999

This comprehensive 50 hour program will prepare students to enter the pharmacy field and to take the Pharmacy Technician Certification Board's PTCE exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies and other health care settings - working under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, Inventory control and billing and reimbursement. **Textbook included. Prerequisites:** Student must be able to demonstrate knowledge in basic arithmetic (i.e. addition, subtraction, multiplication, division, conversion of fractions, calculation of percentages, and so on) and the ability to demonstrate knowledge in solving basic algebraic problems.

•3438-PHRA1046-001

T/Th Oct. 6 - Nov. 24 6:00 - 9:30 p.m.
Location: ATC, 229 Instructor: Lance Henderson

Certified Nurse Aide Training & Clinical Program

96 hrs \$683

(Includes \$83 testing fee).

(Nurse Aide for Health Care Organizations I)

Students will receive preparation for entry level nursing assistant positions. Students will achieve a level of skills and abilities essential to provide basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting, and assisting residents in maintaining basic comfort and safety. The clinical will provide a method of instruction providing detailed education, training and work-based experience, and direct patient/client care. Off-site clinical instruction, supervision, evaluation, and placement is the responsibility of the college faculty. Our approved programs will provide students with 64 hours of lecture/lab and 32 hours of clinical experience. Basic HIPAA training will be included. Both the written and skills test will be given offsite. Certificates of completion will be awarded.

Requirements: **1)** Online Background Investigation (\$40 payable by student, Package Code: EE63 at www.certifiedbackground.com). The results take 48-72 hours. Once completed, please call 281-425-6312 with online password, so results may be viewed. **2)** Must be able to read and write English, hold a Social Security number. **3)** All students are required to have current immunizations for the Nurse Aid class. You will need to have all of your shots prior to the start of class and

you must bring proof of all shot records to Continuing Education when registering (**see page 5 for complete immunization requirements**). **Textbook and Workbook:** Being a Long-Term Care Nursing Assistant Textbook and workbook. Available at Lee College Bookstore. **Supplies:** Scrubs (at least one set, any solid color), white nursing or tennis shoes (that won't slip on wet floor), and a watch with a second hand.

Morning Program

Registration Deadline: Wednesday, Sept. 30 at 5:00 p.m.
Instructor: Julie Moss

Lecture/Lab: ATC, 227

•3564-NURA1001-001

M -Th Oct. 5 - Nov. 4 10:00 a.m. - 2:00 p.m.

Clinical: Rehabilitation and Healthcare Clinical Center of Baytown, 3921 N.Main

•3566-NURA1060-001

Sat. Oct. 17 - Nov. 7 6:00 a.m. - 2:00 p.m.

Evening Program

Registration Deadline: Wednesday, Oct. 14 at 5:00 p.m.
Instructors: Kirlin Doussa and Charlene Cantu

Lecture/Lab: ATC, 228

•3565-NURA1001-002

M-Th Oct. 19 - Dec. 7 5:00 - 9:00 p.m.

Clinical: Rehabilitation and Healthcare Clinical Center of Baytown, 3921 N.Main

•3567-NURA1060-002

Tues. Oct. 27 - Dec. 15 4:00 - 8:00 p.m.

•3568-NURA1060-003

Thurs. Oct. 29 - Dec. 17 4:00 - 8:00 p.m.

Financial Aid via TPEG available for qualified applicants. Deadline for TPEG is Wednesday, Sept. 16 (#3564) and Sept. 30 (#3565). The application takes two weeks to process. Installment Payment Plan also available. See page 2 for more information.



CNA Program Immunization Information

All students are required to have immunizations for the Nurse Aid class. You will need to have all of your shots prior to the start of class and you must bring proof of all shot records to Continuing Education when registering. You are required to have the following:

- **TB skin test (PPD)** - Test must be completed within 6 months of class start date. Results must be negative and provide prior to class start date. (Your shot must be on or after April 5 for class starting Oct. 5 or April 19 for class starting Oct. 19). If you are unable to provide a negative skin test result, a negative chest x-ray is acceptable.

- **Measles, Mumps, and Rubella vaccine** - Must show proof that you have received vaccine (no specific date required).

- **One dose of tetanus-diphtheria toxoid (Td)** - Dose must be completed within the last 10 years. (Your shot must be during or after Oct. 1999 for Oct. 5 & 19 class).

- **Hepatitis B** – There are four options: **IMPORTANT MESSAGE: Please know the Hepatitis B series that you need prior to getting your first shot. Local Health Clinics/Centers offer the REGULAR Hep. B series ONLY. They DO NOT offer the ACCELERATED series. For the Accelerated Hep B series call 281-425-6311 for a location.**

- **Hepatitis B Regular Series:** The Hep. B regular series composes of four doses: 0 (first shot), 30 days (from 1st shot), 5 months (from 1st shot), and 12 months (from 1st shot). If you have not completed at least the first three doses then you DO NOT qualify to take the CNA program based on the regular series completion. You must show proof that the third dose was completed before the start of class. **You must have your first dose on or before May 5 for Oct. 5 class or May 19 for Oct. 19 class.** Students that complete the first dose on or before May 5 or 19 will have enough time to complete the required third dose on or before Oct. 5 or Oct. 19 (start date of classes). May 5 or May 19 was the last day that students could have begun the regular accelerated series in order to have the third dose by the start of class. If not, you might consider the other Hepatitis B accelerated series listed below. **NOTE:** If you recently began the Hep. B regular series, you CAN NOT convert to the Hep. B accelerated series.

- **Hepatitis B Accelerated Series (FDA approved)** – This Hep. B accelerated series is composed of four doses: 0 (first shot), 1 month (from 1st shot), 2 months (from 1st shot), 12 months

(from 1st shot). If you have not completed at least the first three doses prior to the start of class then you DO NOT qualify to take the CNA program based on this accelerated series. **You must have your first dose on or before Aug. 5 for Oct. 5 class or Aug. 19 for Oct. 19 class.** Students that complete the first dose on or before Aug. 5 or 19 will have enough time to complete the required third dose on or before Oct. 5/ Oct. 19 (start date of classes). Aug. 5 or 19 is the last day that students can begin this accelerated series in order to have the third dose by the start of class. If not, you might consider the other Hepatitis B accelerated series listed below.

- **Hepatitis B Accelerated Series (not FDA approved, but effective)** – This Hep. B accelerated series is composed of four doses: 0 (first shot), 7 days (from 1st shot), 21 days (from 1st shot), 12 months (from 1st shot). If you have not completed at least the first three doses prior to the start of class then you DO NOT qualify to take the CNA program based on this accelerated series. **You must have your first dose on or before Sept. 14 for Oct. 5 class or Sept. 28 for Oct. 19 class.** Students that complete the first doses on or before Sept. 14 or 28 will have enough time to take the third required dose on or before Oct. 5 or Oct. 19 (start date of classes). Sept. 14 or 28 are the last days that students can begin the accelerated series in order to have the third dose by start of class.

- **Hepatitis B Titer** – The **Hep. B Quantitative Titer** is required if Hep. B series was completed more than 1 year before Oct. 5 or Oct. 19 class start dates. Titer results must be provided before the start of class. Test results must be Quantitative form and show immunity.

If you do not have all the immunizations you will not be able to do the clinical and if you can't do the clinical you will not be able to take the state test. There will not be any make up clinical dates.

The state nurse aide exam is scheduled and administered by NACES (Nurse Aide Competency Evaluation System), **not by Lee College.** The students should be aware that on occasion the test dates may be changed by NACES and Lee College has no control over the schedule changes. It is important that the student be flexible with their schedule in order to meet for the scheduled exam date. If the dates of the exam change, Lee College will contact the students to make them aware of the test date change. **(Class dates and days are subject to change based on enrollment and testing dates).**