



***MEDICAL TRAINING CLASSES***  
**Summer 2011**

For a complete list of courses offered and course descriptions, see the Summer 2011 Continuing Education Schedule or visit [www.tvcc.edu/communityservices](http://www.tvcc.edu/communityservices).

**MEDICAL ASSISTANT/PCT CERTIFICATE**

Successful completion of the TVCC Medical Assistant/PCT program prepares students for employment in a variety of healthcare professions, including physician clinics, long-term care facilities, etc. Please review individual class descriptions for requirements. Courses required for the certificate include:

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| <b>Phlebotomy</b>                | <b>Basic EKG/X-ray</b>                                |
| <b>CPR</b>                       | <b>Medical Information Practice &amp; Office Mgmt</b> |
| <b>Medical Terminology</b>       | <b>Medical Coding</b>                                 |
| <b>HIPAA Compliance</b>          | <b>Anatomy and Physiology</b>                         |
| <b>Nurse Aide for Healthcare</b> | <b>Medical Math &amp; Notations</b>                   |

**MARKETABLE SKILLS CERTIFICATE**

**BASIC MEDICAL ASSISTANT – GERIATRICS**

This TVCC certificate prepares students for entry level medical employment at nursing homes, some hospitals and other medical facilities. Students who complete this certificate can also earn two State of Texas certifications: Texas Certified Nurse Aide and Texas Certified Medication Aide. The classes required are:

- Nurse Aide for Healthcare**
- Career Skills**
- Medication Administration**

**BASIC MEDICAL ASSISTANT – FRONT OFFICE**

This TVCC certificate prepares students for entry level medical employment at medical offices, some hospitals and other medical facilities. The classes required are:

- Medical Information Practice & Office Management**
- Medical Terminology**
- HIPAA Compliance**
- Medical Coding**
- Medical Insurance**
- Electronic Medical Records**

**MEDICAL ASSISTANT/PCT STUDENT ORIENTATION SESSIONS**

Questions about the Medical Assistant Program? Weekly orientation sessions are held on Tuesday at 2:00p.m. in the Liberal Arts Building, Room 112. Come and visit with the staff regarding questions about the Medical Assistant/PCT program, schedule of classes, financial aid, etc.

***FOR REGISTRATION INFORMATION***

**Athens 903-675-6212    Palestine 903-729-0256    Terrell 972-563-9573**

**[conted@tvcc.edu](mailto:conted@tvcc.edu)    [www.tvcc.edu/communityservices](http://www.tvcc.edu/communityservices)**

*The Community Services Department of Trinity Valley Community College provides quality workforce, personal enrichment and continuing education programs to meet the educational needs of our service area.*

*TVCC is an affirmative action/equal opportunity institution.*

**MEDICAL TRAINING CLASSES FOR SUMMER 2011**  
(See Continuing Education Schedule of Classes for complete course description and requirements)

**BASIC LIFE SUPPORT (BLS) FOR HEALTHCARE PROVIDERS**

**EMSP1019/EMSP1021**

15364	F, 9:00am/5:00pm, July 22	Athens/GS209	\$60	Miles
15365	F, 9:00am/5:00pm/ Aug 12	Athens/GS209	\$60	Miles
14964	F, 9:00am/5:00pm/ Aug 26	Palestine/TBA	\$60	Staff

**BASIC EKG/X-RAY**

**ECRD1011(ECRD1014)**

14969	T/TH, 6:00pm/9:00pm, Aug 4/Aug 30	Athens/LA110	\$240	Botschon
14961	T/TH, 6:00pm/9:00pm, Jun 14/Jul 7	Palestine/TBA	\$240	Staff

**NURSE AIDE FOR HEALTH CARE**

15327/15328/15329	Mon-Thur,8:30am/12:30pm, June 1/June 29	Athens/LA106	\$625	Barnes
15321/15322/15323	T/Th, 5:30pm/9:30pm, June 21/Aug 16	Athens/LA106	\$625	King
15324/15325/15326	T/Th, 8:30am/12:30pm, June 7/Aug 2	Palestine/C114	\$625	Tutt

**NURSE AIDE SKILLS REVIEW**

15342	Mon/Wed, 5:00pm-9:00pm, June 20/June 22	Athens/LA102	\$100	Fritz
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**IV THERAPY PRACTICE AND SKILLS CHECK-OFF FOR MANAGEMENT OF CENTRAL LINES**

15318	S, 9:00am/4:00pm, Aug 27	Athens/LA104	\$100	Dalton
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**IV THERAPY PRACTICE AND SKILLS CHECK-OFF FOR I.V. THERAPY**

15317	S, 9:00am/4:00pm, Aug 27	Athens/LA104	\$100	Dalton
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**MEDICAL MATH & NOTATIONS**

14970	M/W, 6:00pm/9:00pm, Jul 6/Aug 10	Athens/LA112	\$360	Fritz
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**MEDICATION ADMINISTRATION (CMA)**

15330/15331	T/Th, 8:30am/12:30pm, Aug 9/Dec 15	Athens/LA106	\$625	Fritz
15332/15333	T/Th, 5:00pm/9:00pm, Sept 13/Jan 24	Palestine/TBA	\$625	Tutt

**MEDICATION AIDE UPDATE –**

15292	S, 9:00am/5:00pm, June 11	Athens/LA106	\$100	Tutt
15293	S, 9:00am/5:00pm, July 9	Palestine/TBA	\$100	Tutt
15294	Th, 9:00am/5:00pm, Aug 11	Terrell/L104 *	\$100	Tutt

\*These Medication Aide Update classes are guaranteed to make. Pre-registration required.

**MEDICAL INFORMATION AND OFFICE MANGEMENT**

14960	T/Th, 6:00pm/9:00pm, Jul 12/Aug 11	Palestine/TBA	\$360	Staff
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**PHARMACY TECHNICIAN CERTIFICATION PREPARATION –**

15282	T/Th, 6:00pm/9:00pm, Jun 21/Aug 16	Athens/LA112	\$500	Hackney
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**PHLEBOTOMY TECHNICIAN**

15283/15284	M/W, 6:00pm/9:00pm, Jul 6/Aug 17	Athens/LA106	\$525	Edmonds
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