

# Health Careers Institute

## TRAINING COURSES

FALL 2015



*Jump Start*  
your career  
in Healthcare!



- Basic Life Support for Health Care Providers
- Certified Nurse Aide
- Clinical Medical Assistant
- Dental Assistant
- Dialysis Technician
- EKG Technician
- Electronic Health Records Specialist
- Emergency Medical Technician
- HESI A2 Exam Review
- Medical Coding & Billing/Medical Administrative Assistant
- Medical Front Office Specialist
- Mental Health Technician
- Patient Care Technician
- Pharmacy Technician
- Phlebotomy Technician
- Physical Therapy Aide
- Veterinary Assistant
- Vocational Nursing Program\*\*

817.272.2581  
[uta.edu/ded](http://uta.edu/ded)

\*\*Pending BON Approval



DIVISION FOR ENTERPRISE DEVELOPMENT  
THE UNIVERSITY OF TEXAS AT ARLINGTON

Call: 866.906.9190  
Visit: [uta.edu/ded](http://uta.edu/ded)

## Basic Life Support (BLS) For Health Care Providers

The Basic Life Support (BLS) for Healthcare Providers Classroom Course is designed to provide a wide variety of healthcare professionals the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely and effective manner.

Hours: 5 classroom  
Tuition: \$75



## Emergency Medical Technician

EMT's work under the direct supervision of Emergency Medical Services (Paramedics). Classroom and practical instruction prepare the students to handle a wide range of tasks related to emergency care. In this course students will learn: patient assessment, basic life support, pre-hospital care (control bleeding, bandage wounds, immobilize broken bones, etc.), dispatcher communication, ambulance driving, and ambulance maintenance. Upon completion of the course, students will take the certification exam through Pearson Vue for the National Registry of Emergency Medical Technicians.

Hours: 272 (176 Classroom & 96 Clinical)  
Tuition: \$3,000



## Patient Care Technician

Our PCT program consists of three components: Certified Nurse Aide, EKG Technician, and Phlebotomy Technician. Through classroom and practical instruction the student will learn to assist with in-patient and out-patient care. Topics include bedside care, obtaining vital signs and measurements, collecting blood samples, and recording electrocardiograms.

Hours: 380  
(220 Classroom & 160 Clinical/Externship)  
Tuition: \$7,700

*\*Additional fees may apply for additional certifications*

## Certified Nurse Aide (CNA)†

The Certified Nurse Aide course prepares students to provide direct, hands-on care for patients under the supervision of a Registered Nurse or other medical staff. Classroom and practical instruction will prepare students to handle a wide range of tasks including assisting patients with activities of daily living, bed side care and obtaining vital signs. There is great emphasis on patient communication.

Hours: 100 (60 Classroom & 40 Clinical)  
Tuition: \$2,000

## Electronic Health Records Specialist

This course will cover the usage and management of health information and the electronic health record (EHR). Through the online course and included mentoring, the student will learn to assemble a patient's health record and ensure that all information is complete, properly identified and authenticated. Topics discussed include medical terminology, electronic data entry, data analysis, and record retention. This course will also provide students with a practical understanding of the role of electronic health record specialists and their importance in the current job market.

Hours: 375 Online  
Tuition: \$4,000



## Pharmacy Technician

The Pharmacy Technician program prepares students to work under the direct supervision of a licensed pharmacist in various healthcare settings. The student will learn how to assess medication orders, dispense medications, maintain inventory, and provide pharmacy billing services. Special emphasis will be placed on providing customer service.

Hours: 200 (120 Classroom & 80 Externship)  
Tuition: \$4,500

*Additional fees apply for tech-in-training registration, fingerprint session, Pharmacy Technician Certification Board (PTCB) exam, and trainee to registered technician upgrade.*

Tuition is subject to change. Call our office for current pricing. Additional fees may include immunizations and drug screen.



### Program Requirements:

- Valid Photo ID
- Social Security Card
- High school Diploma/GED\*
- Proof of current immunizations\*
- Drug Screen
- Ability to lift 50 lbs.

*\*Program requirements may vary*

### Program fees include:

- Tuition
- Textbooks
- Uniform
- Supplies
- Professional Liability Insurance
- Background check
- CPR Certification
- Certification Exam\*
- Externship

*\*Additional fees may be required for some programs*

## Clinical Medical Assistant

The Clinical Medical Assistant course prepares students to work in private medical practices, hospitals, medical clinics and other medical facilities. The student will learn how to schedule medical procedures, draw blood, take patient medical histories, update patient medical files, measure and record vital signs, administer EKG/ECGs, instruct patients on medication usage, collect lab specimens, sterilize medical instruments and much more!

Hours: 300 (140 Classroom & 160 Externship)  
Tuition \$4,500



## HESI A2 Exam Review

This exam preparation course is offered for students planning to take the HESI A2 test for admission to the Registered Nursing Program or other health occupation programs requiring this exam. Topics covered are reading comprehension, grammar, vocabulary, math, anatomy & physiology, biology, chemistry, and physics. Practice book required.

Hours: 12 Classroom  
Tuition: \$139



## Phlebotomy Technician

The classroom and practical skills introduced in this class include anatomy and physiology of the blood system, procedures used to obtain various blood specimens, common blood testing, specimen handling and preparation, safety standards and a controlled skills lab. Upon completion the student will be eligible to sit for the Phlebotomy Technician certification exam with the National Healthcareer Association.

Hours: 160 (80 Classroom & 80 Externship)  
Tuition: \$3,000

## Medical Coding & Billing/ Medical Administrative Assistant

Learn the fundamentals of medical billing and coding and start an exciting new career in the healthcare industry. This program prepares students to work in the outpatient medical coding areas of hospitals, medical clinics, and doctors offices. Topics discussed include medical terminology and anatomy, insurance screening, medical record maintenance, appointment scheduling, financial functions, CPT, ICD-9, ICD-10, and HCPCS coding. Professionalism and confidentiality in the healthcare industry will also be emphasized.

Hours: 120 Classroom & Lab  
Tuition: \$4,000

## Physical Therapy Aide

This course prepares students to be entry level aides in a variety of rehabilitative settings such as physical and occupational therapy clinics, home healthcare agencies, hospitals, nursing homes and assisted living facilities. Classroom content includes basic patient care and patient handling skills, the role of the rehabilitation aide, effective communication, workplace safety, knowledge of medical terminology, and basic rehabilitation and occupational therapy skills. Upon completion the student will be able to monitor and perform basic patient care services.

Hours: 160 (80 Classroom & 80 Externship)  
Tuition: \$3,000



## Dental Assistant

Train to work in a dental office in less than six months. Classroom and practical instruction includes oral health, dental disease prevention, infection control, dental instrumentation, oral anatomy, and assisting in the delivery of dental care and treatment. Students interested in becoming registered with the State of Texas must take a state mandated registration course and exam which is included in the program cost.

Hours: 336 (176 Classroom & 160 Externship)  
Tuition: \$5,000

\*Additional costs for State of Texas Dental Assistant (1) Licensing and (2) Activation fees





### Dialysis Technician

Dialysis Technicians work under the supervision of physicians or Registered Nurse operating kidney dialysis machines, preparing dialyzer reprocessing and delivery systems as well as maintaining and repairing equipment. Furthermore, technicians work with patients during dialysis procedures and monitor and record vital signs as well as administer local anesthetics and drugs as needed.

Hours: 80 Classroom  
Tuition: \$3,000

### Medical Front Office Specialist

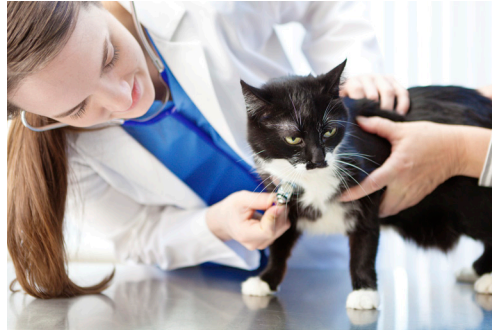
The Medical Front Office Specialist Program is a comprehensive program that incorporates Medical Coding & Billing, Electronic Health Records, and Medical Administrative Assistant. Students will learn medical terminology, insurance codes, and medical office administration skills. This program will prepare students to work as a Medical Front Office Assistant, Medical Receptionist, Medical Billing Specialist, Medical Insurance Specialist, and Medical Office Specialist.

Hours: 495 Classroom/Lab & Online  
Tuition: \$8,000

### EKG Technician

The EKG course is perfect for the student looking to enter the healthcare field as well as the healthcare professional looking to acquire additional skills. Classroom and practical instruction will prepare students to obtain electrocardiograms in various healthcare settings. Instruction includes patient preparation, use and maintenance of the electrocardiograph and methods for obtaining an electrocardiogram. Students will also learn how to recognize abnormalities on the electrocardiogram.

Hours: 120 (80 Classroom & 40 Externship)  
Tuition: \$2,700



### Veterinary Assistant

Our training course prepares the student to assist the veterinarian in animal hospitals or clinics as well as working in other animal care settings. The classroom and practical aspects of the course include animal anatomy, animal behavior, preventative health, emergency care, lab procedures and surgical assisting for veterinary practices. This course follows a curriculum developed by the Texas Veterinary Medical Association and meets the requirements for students to take the Certified Veterinary Assistant Exam Level 1.

Hours: 684  
(184 Classroom & 500 Externship)  
Tuition: \$4,200

### Mental Health Technician

Mental Health Technicians work with people who are mentally ill, recovering from drug or alcohol addiction, have mental disorders or are in crisis of other sorts. Techs work in a variety of venues that can include long-term care facilities, psychiatric hospitals, addiction treatment facilities, standard hospitals, or nursing homes. The mental health technician course prepares students to work as part of a health care team that can include doctors, therapists, psychiatrists, and nurses.

Hours: 160 (80 Classroom & 80 Externship)  
Tuition: \$3,000



### Vocational Nursing Program\*\*

The VN Program offers in-person, lab, and clinical instruction consisting of basic nursing skills, essentials of medication administration principles and solutions, pharmacology, growth and development, nutrition, gerontology, mental health and illness, communication skills, anatomy and physiology of the body structure and function, introduction to medical surgical nursing and advanced medical surgical nursing, maternal-neonatal nursing, pediatric nursing, leadership and professional development, and NCLEX-PN preparation and review. Students will also participate in supervised clinical skills labs to practice the required nursing competencies for safe and competent patients care during clinical rotations..

Hours: 1520 Contact  
Tuition: \$16,500  
\*\*Pending BON Approval

† HCI is now offering the HCOP grant for the **Certified Nurse Aide** course. Funding is provided by the Health Resources and Services Administration.

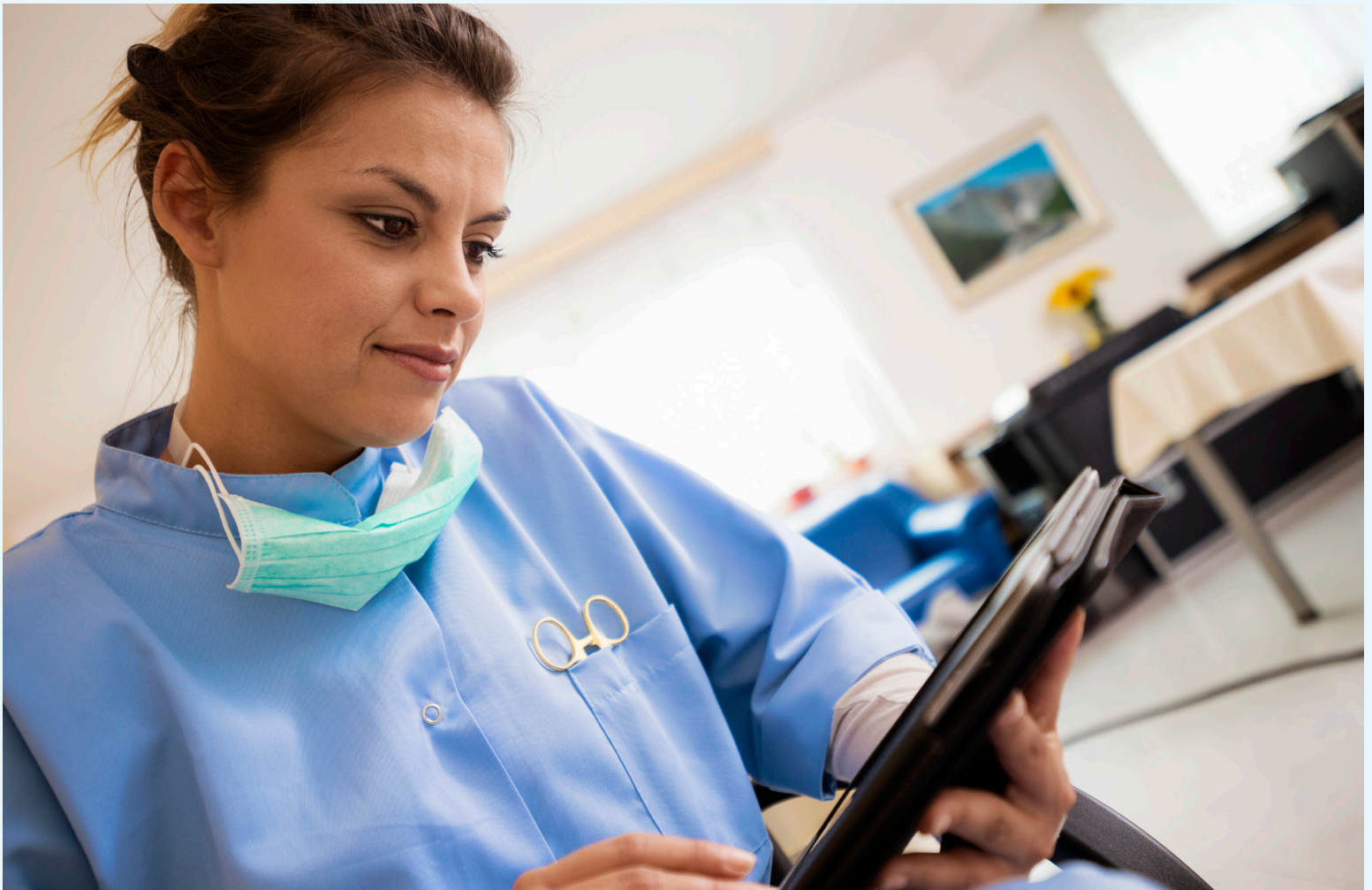
- Grant will cover 100 percent of tuition.
  - Must meet educational and/or income requirement.
- “Funding for the CNA course was made possible in part by grant number GH06HP27895 from the Health Resources and Services Administration. The views expressed in written conference materials or publications and by speakers and moderators do not necessarily reflect the official policies of the Department of Health and Human Services nor does mention of trade names, commercial practices, or organization imply endorsement by the U. S. Government.”  
Contact our office for more information on all funding sources.

A majority of the Health Career programs can be completed in six months or less and may require a background check and drug screen. A high school diploma (or equivalent) is required for all programs with the exceptions of CNA and CPR. Immunization requirements vary by program and externship site. Proof of current immunizations must be provided prior to the start of class. For a complete list of programs visit our website at [uta.edu/ded/hci](http://uta.edu/ded/hci) or call 817.272.2581 to schedule attending a free information session.

**Online options also available.**

**Click on Online Training to see our full course lists.**

**[uta.edu/ded/hci](http://uta.edu/ded/hci)**



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ARLINGTON



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Or follow us online!



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