

OSSINING EXTENSION CENTER-Non-Credit Course Schedule Fall 2010

CAREER TRANSITIONS

| | COURSE TITLE | DAY | DATE | TIME | FEE |
|---------|--|-------------|---------------------------|---------------|------|
| OS-D140 | Mental Health Technician Career Info. Session (Pre-Registration Required) | 1 Tuesday | August 17 th | 6:00pm-7:00pm | FREE |
| OS-D011 | Central Sterile Processing Technician (Pre-Registration Required) | 1 Tuesday | August 24 th | 6:30pm-8:00pm | FREE |
| OS-D166 | Certified Nurse Assistant and Other Health Career Info. Session (Pre-Registration Required) | 1 Wednesday | September 8 th | 6:00pm-7:00pm | FREE |
| OS-D085 | Career workshop for Vet Tech Career Info. Session (Pre-Registration Required) | 1 Wednesday | August 18 th | 6:30-8:30pm | FREE |
| OS-D009 | Career paths toward Patient Care Technician (Pre-Registration Required) | 1 Thursday | September 9 th | 6:00-7:00 pm | FREE |

CERTIFICATIONS & LICENSING

| REF # | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|---|------------|----------------|-----------------|----------------------------------|
| 21732 | Infection Control Seminar | 1 Monday | October 11 | 6:00pm-9:00pm | \$70 |
| 21733 | Heartsaver CPR/AED: Recognize cardiac and breathing emergencies and what action to take. This is an American Heart Association Certification course meant for the lay responder. (with automated ext.defibrillator) | 1 Saturday | September 11 | 9:00am-1:00pm | \$60 (+\$5 materials fee*) |
| 21746 | Child Abuse Seminar | 1 Saturday | October 16 | 9:00am-12:00pm | \$63 |
| 21747 | School Violence Prevention & Intervention Workshop | 1 Saturday | November 6 | 10:00am-12:00pm | \$47 |
| 21748 | SERVSAFE Food Service Sanitation Course | 7 Fridays | Sept. 24-Nov.5 | 6:00pm-8:15pm | \$215 |

*MATERIALS FEE PAYABLE DAY OF COURSE

HEALTHCARE PROFESSIONALS

| REF# | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|-------------------------------|------------|------------|---------------|--------------------------------|
| 21749 | BLS for Health Care Providers | 1 Friday | November 5 | 1:00pm-9:00pm | \$80 (+\$5. materials fee*) |
| 21750 | BLS for Health Care Providers | 1 Saturday | November 6 | 9:00am-5:00pm | \$80 (+\$5. materials fee*) |

*MATERIALS FEE PAYABLE DAY OF COURSE

HEALTHCARE PROFESSIONALS

| REF# | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|--|-------------|--|-------------------|-------|
| 21751 | Infection Control for Phlebotomy Students | 1 Monday | September 13 | 6:00pm-10:00pm | \$75 |
| 21572 | Infection Control for Phlebotomy Students | 1 Saturday | September 18 | 9:00am-1:00pm | \$75 |
| 21753 | Phlebotomy I (TEXT REQUIRED) | 3 Fridays | Sept. 24 & Oct.1, Oct.8 | 9:00am - 3:00pm | \$275 |
| 21754 | Phlebotomy I (TEXT REQUIRED) | 3 Saturdays | Sept 25, Oct. 2, Oct. 9 | 9:00am - 3:00pm | \$275 |
| 21757 | Phlebotomy I (TEXT REQUIRED) | 3 Sundays | Sept. 26, Oct.3, Oct. 10 | 9:00am - 3:00pm | \$275 |
| 21759 | Phlebotomy II (TEXT REQUIRED) | 3 Fridays | Oct.22, Oct.29, Nov.5 | 9:00am - 3:00pm | \$275 |
| 21761 | Phlebotomy II (TEXT REQUIRED) | 3 Saturdays | Oct. 23, Oct. 30, Nov. 6 | 9:00am - 3:00pm | \$275 |
| 21762 | Phlebotomy II (TEXT REQUIRED) | 3 Sundays | Oct. 24, Oct. 31, Nov.7 | 9:00am - 3:00pm | \$275 |
| 21875 | Electrocardiography (ECG) (TEXT REQUIRED) | 3 Fridays | Nov. 19 & (Skip 11/26)Dec.3, Dec. 10 | 9:00am - 3:00pm | \$275 |
| 21876 | Electrocardiography (ECG) (TEXT REQUIRED) | 3 Saturdays | Nov. 20 & (Skip 11/27)Dec. 4 &11 | 9:00am - 3:00pm | \$275 |
| 21877 | Electrocardiography (ECG) (TEXT REQUIRED) | 3 Sundays | Nov. 21 &(Skip 11/28) Dec. 5, Dec. 12 | 9:00am - 3:00pm | \$275 |
| 21881 | Certified Nurse Assistant (Part1) (TEXT REQUIRED) | M, W, TH | Sept. 20-Oct. 21 | 5:30pm - 9:30pm | \$422 |
| 21883 | Certified Nurse Assistant (Part 2) (TEXT REQUIRED) | M, W, TH | Oct. 25-Nov. 18 | 5:30pm - 9:30pm | \$422 |
| 21887 | Certified Nurse Assistant (Part 3) (TEXT REQUIRED) | M, W, TH | Nov. 22-Dec. 16 | 5:30pm - 9:30pm | \$422 |
| 21880 | Certified Nurse Assistant (Part 1) (TEXT REQUIRED) | T, W, TH | Sept. 21-Oct. 21 | 9:00 am - 1:00 pm | \$422 |
| 21882 | Certified Nurse Assistant (Part 2) (TEXT REQUIRED) | T, W, TH | Oct. 26-Nov. 18 | 9:00 am - 1:00 pm | \$422 |
| 21885 | Certified Nurse Assistant (Part 3) (TEXT REQUIRED) | T, W, TH | Nov. 23-Dec. 16 | 9:00 am - 1:00 pm | \$422 |

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| 21888 | Spanish for Healthcare Professionals-Beginners TEXT REQUIRED | 10 Saturdays | Sept. 18-Nov 20 | 10:00am-12:00pm | \$195 (+textbook) |
| 21889 | Spanish for Healthcare Professionals-Intermediate TEXT REQUIRED | 10 Saturdays | Sept. 18-Nov 20 | 12:00pm - 2:00pm | \$195 (+textbook) |
| 21890 | Spanish for Healthcare Professionals-Advanced TEXT REQUIRED | 10 Saturdays | Sept. 18-Nov 20 | 2:00-4:00pm | \$195 (+textbook) |
| | Surgical Technology Program | 9 Months M, T, W, TH | October 18, 2010- July 21, 2011 | Class 8:30am-2:30pm Clinic 6:30am-2:30pm | |
| | Patient Care Technician Program Application is available online or you can call 914-606-7406. | Complete the following courses and apply to earn a Patient Care Technician Certificate*: Infection Control for Phlebotomy Students, Phlebotomy I and II, ECG, Certified Nursing Assistant Program, CPR-Prof Rescuer. Requires completion of the Patient Care Technician application and submission of appropriate documentation. | | | |
| | Mental Health Technician Application is available online, at center or you can call 914-606-7406. | 80 Hour Program. Course schedule is as follows: Fall 2010-October 21 –December 4 ^h 2010; Thursdays 5:30PM-9:30PM and Fridays 5:30PM-9:30PM & Saturdays 9:00am-2:30pm. <i>The application and recommendation for the fall 2010 Certified Mental Health Technician is due on or before <u>September 27, 2010.</u></i> | | | |
| | New! Central Sterile Processing Technician Application is available online, at center or you can call 914-606-7406. | The application for the fall 2010 Central Sterile Processing Program is due on or before <u>September 3, 2010.</u> The program is 80 hours. Course schedule is as follows: Fri/Sat, Oct 1-Dec 11 (skip Nov 26-27), Fri 5:30-9:30 pm and Sat <u>10:00 am-2:00pm.</u> | | | |
| 22005 | Resume Builder for the Allied Healthcare Professional-New for Fall 09! | 3 Mondays | Nov. 2-Nov. 16 | 6:30pm-9:30pm | \$80. |

CONTINUING EDUCATION FOR FUNERAL DIRECTORS

| REF# | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|---|------------|-------------|-----------------|-------|
| 21715 | Special Considerations In-Funerals: High Profile Funeral | 1 Thursday | November 4 | 1:00pm - 3:00pm | \$85 |
| 21716 | Perspectives on Death and an Overview of Christian Funerals | 1 Thursday | November 4 | 3:30pm - 5:30pm | \$85 |
| 21718 | The Funeral Director as an Effective Communicator | 1 Thursday | November 18 | 1:00pm - 3:00pm | \$85 |
| 21721 | Professional Ethics and Public Relations | 1 Thursday | November 18 | 3:30pm - 5:30pm | \$85 |
| | Both! Special Considerations & Death Perspectives | 1 Thursday | November 4 | 1:00pm - 5:30pm | \$153 |
| | Both! Effective Communicator & Professional Ethics | 1 Thursday | November 18 | 1:00pm - 5:30pm | \$153 |

5-HOUR PRELICENSING CLASS

| REF# | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|---------------------------|----------|--------------|-----------------|------|
| 21671 | 5 Hr. Pre-Licensing Class | 1 Sunday | September 26 | 9:00am - 2:00pm | \$50 |
| 21676 | 5 Hr. Pre-Licensing Class | 1 Sunday | October 17 | 9:00am - 2:00pm | \$50 |
| 21710 | 5 Hr. Pre-Licensing Class | 1 Sunday | November 14 | 9:00am - 2:00pm | \$50 |
| 21711 | 5 Hr. Pre-Licensing Class | 1 Sunday | December 12 | 9:00am - 2:00pm | \$50 |

COMPUTERS & INFORMATION TECHNOLOGY

| REF# | COURSE TITLE | DAY | DATE | TIME | FEE |
|-------|--|------------|------------------|---------------|-----------------------|
| 22090 | Computer Basics 1- Getting Started | 2 Tuesdays | Oct. 12 & Oct.19 | 6:30pm-9:30pm | \$130 (+textbook) |
| 22101 | Computer Basics 2- Managing Your Computer | 2 Tuesdays | Oct. 26 & Nov. 2 | 6:30pm-9:30pm | \$130 (+textbook) |
| 22102 | Computer Basics 3- E-mail and the Web | 2 Tuesdays | Nov. 9 & Nov. 16 | 6:30pm-9:30pm | \$130 (+textbook) |
| | SAVE! All Three Computer Basics Classes | 6 Tuesdays | Oct. 12 –Nov. 16 | 6:30pm-9:30pm | \$330 (+textbooks) |

Certification Exams Information

| Course | Exam administered at the Ossining Ext. site via: | Date | Cost | Instructions | Contact |
|--------------------------|--|------|--------|---|----------------------|
| Phlebotomy I and II | National Healthcareer Association (NHA) www.nhanow.com | TBA | \$105. | Exam will be offered at the end of program. Applications will be handed out and collected with fee during class time. | B. Reyna 606-7408 |
| ECG | National Healthcareer Association (NHA) www.nhanow.com | TBA | \$105. | Exam will be offered at the end of program. Applications will be handed out and collected with fee during class time. | B. Reyna 606-7408 |
| Patient Care Technician | National Healthcareer Association (NHA) www.nhanow.com | TBA | \$149. | Exam will be offered at the end of program. Applications will be handed out and collected with fee during class time. | B. Reyna 606-7408 |
| Mental Health Technician | National Healthcareer Association (NHA) www.nhanow.com | TBA | \$105. | Exam will be offered at the end of program. Applications will be handed out and collected with fee during class time. | B. Reyna 606-7408 |

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| Certified Nursing Assistant | Prometric www.prometric.com/NurseAide/ny | TBA | Clinical and written at \$115. Or Clinical and written at \$135 | Exam is scheduled for students during CAN Module 1. Exam will be offered at the end of Module 3. | B. Reyna 606-7408 |
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Text Books Required

| Course | Text | Author | Edition | Publisher | ISBN |
|-----------------------------|--|-----------------------|-------------|--------------------------|---------------|
| Phlebotomy I and II | Phlebotomy Handbook-Blood Collection Essentials | Garza & Becan-McBride | Seventh | Pearson Prentice Hall | 0-13-113334-9 |
| ECG | Basic Arrhythmias | Walraven | Most Recent | Brady | 0-13-117591-2 |
| Certified Nursing Assistant | Mosby's Essentials for Nursing Assistants-Text | Sorrentino and Gorek | Fourth | Mosby/Elsevier | 0-323-03904-9 |
| Certified Nursing Assistant | Mosby's Essentials for Nursing Assistants-Workbook | Sorrentino and Gorek | Fourth | Mosby/Elsevier | 0-323-03760-7 |
| Certified Nursing Assistant | Nurse Aide Exam Review Cards CD Package | Barbara Acello | | Thompson/Delmar Learning | |
| Surgical Technician | Call 914-606-7406 | | | | |
| Central Sterile Technician | Call 914-606-7406 | | | | |
| Mental Health Technician | Call 914-606-7406 | | | | |

TEXTS FOR NON-CREDIT COURSES MAY BE PURCHASED AT THE BOOKSTORE ON THE MAIN CAMPUS OF WESTCHESTER COMMUNITY COLLEGE IN VALHALLA AT 914-606-6475 OR ONLINE AT www.sunywcc.edu

Ossining Extension Center
22 Rockledge Avenue
Ossining, New York 10562
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www.sunywcc.edu

