Students must understand and meet all requirements and/or standards imposed by recognized professional societies and all contract requirements imposed on College students by the institution or agency where the clinical practice is to occur. For details, visit www.montgomerycollege.edu/wdce/healthsciencesinstitute.html
Dialysis Technician Program

Gain the knowledge and skills needed to work as a dialysis technician. Under the supervision of physicians and registered nurses, dialysis technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems, and maintain and repair equipment. Technicians work with patients during dialysis procedures, monitor and record vital signs, and administer local anesthetics and drugs as needed. They also assess patients for any complications that occur during the procedure and must be ready to take necessary emergency measures like administering oxygen or performing basic CPR. Note: This program does not include a national or state certification as part of its overall objectives. Additionally there is no student internship or clinical rotation offered as part of this program. TWA

Course: HHS064  50 Hours
$1,050 + $800 fee = $1,850; NMR $800

Takoma Park/Silver Spring Campus
CRN#: 25226  20 Sessions  T,R
9/13-11/17  6-8:30 p.m.

EKG Technician

Prepare to take the Electrocardiograph (EKG) Technician exam offered by the American Society of Phlebotomy Technicians (ASPT). EKG technicians work in physician offices, hospitals, clinics, and other health care facilities, and are responsible for performing electrocardiogram tests to monitor and record electrical impulses transmitted by the heart. This course includes background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, and legal aspects of patient contact. Learn the function and proper use of the EKG machine and the Holter Monitor, and demonstrate lead placement for a 12-lead electrocardiogram. Compare normal and abnormal EKG printed readings and measure various “peaks and troughs.” TWA

Course: HHS051  50 Hours
$1,250 + $650 fee = $1,900; NMR $800

Takoma Park/Silver Spring Campus
CRN#: 25225  20 Sessions  T,R
9/20-11/29  5-9:30 p.m.
No class 11/24

Healthcare Access and Registration Professional Program

This comprehensive program will prepare students to handle patient encounters, patient customer service, and other areas related to intake and the coordination of a patient’s healthcare experience. This program covers important background information on the healthcare profession including interpersonal skills, patient confidentiality, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, and medical records management. Additional key program topics include customer service, referral/transfer services, resource scheduling, patient check-in, admission, registration, revenue cycle and information systems, statistical reporting, customer satisfaction and retention, leadership and management, and other relevant topics. Students who complete this program will be eligible to sit for the National Healthcareer Association (NHA) Certified Medical Administrative Assistant (CMAA) exam, the National Association of Healthcare Access Management (NAHAM) Certified Healthcare Access Manager (CHAM), or the Certified Healthcare Access Associate (CHAA) national certification exams, depending upon your professional experience level and other factors. TWA

Course: HHS108  90 Hours
$1,500 + $675 fee = $2,175; NMR $1,050

Takoma Park/Silver Spring Campus
CRN#: 25230  20 Sessions  T,R
9/13-11/17  5-9:30 p.m.
Pharmacy Technician Certification
Prepare to enter the pharmacy field and take the Pharmacy Technician Certification Board’s PTCB exam. A GED or High School diploma is required to sit for the PTCB 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. Students successfully completing the course will receive pre-paid vouchers to take the PTCB exams. These vouchers are valid for 90 days past the date of the last class. Exams must be taken during that time. TWA
Course: HHS105  72 Hours
$1,300 + $650 fee = $1,950; NMR $800

Gaithersburg Business Training Center
CRN#: 25227  24 Sessions  T,R
9/13-12/6  6-9 p.m.
No class 11/24

Germantown Campus
CRN#: 25228  24 Sessions  M,W
9/12-11/30  6-9 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25229  12 Sessions  S
9/24-12/17  8:30 a.m.-3:30 p.m.
No class 11/26

Phlebotomy Technician
Classroom work includes medical terminology, anatomy and physiology review, blood collection procedures, specimen collection practice, and specimen processing and handling. Laboratory operations are reviewed including safety, quality control, universal precautions, routine laboratory tests, confidentiality, and ethics. This class must be taken HHS115. TWA
Course: HHS034  90 Hours
$1,500 + $600 fee = $2,100; NMR $1,050

Takoma Park/Silver Spring Campus
CRN#: 25223  20 Sessions  M,W
9/12-11/16  5-9:30 p.m.

Phlebotomy Technician—Clinical Internship
This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, to be eligible for this Phlebotomy Technician Clinical Internship class, you must have completed or currently be enrolled in Montgomery College’s 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculosis test, and blood test to check immunity statutes: Varicella Zoster IgG Ab; Rubella IgG; Rubeola IgGAb; and Mumps IgG Ab. Information concerning these requirements will be provided the first night of class. This class must be taken with HHS034. TWA
Course: HHS115  40 Hours
$200 + $125 fee = $325; NMR $160
Holy Cross Hospital Silver Spring
CRN#: 25232  9/26-11/30

Clinical Medical Assistant Program
This program 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. This program includes 96 hours of classroom lecture and hands-on labs and a clinical externship opportunity (Course# HHS126) at a local healthcare provider. To be eligible for the clinical rotation, you must successfully complete the 96-hour course, submit to a thorough background check and drug screening, and meet other requirements. Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. This course is VA-approved for GI Bill benefits. TWA
Course: HHS112  96 Hours
$1,600 + $600 fee = $2,200; NMR $1,050
Takoma Park/Silver Spring Campus
CRN#: 25231  24 Sessions  M,W
9/19-12/7  5-9 p.m.

NMR Non-Md. resident  TWA Tuition Waiver Applies  ▲ Tuition Installment Plan  ♥ VA Approved Class
Clinical Medical Assistant—Labs and Clinical Externship▲

This 90-hour course serves as the required lab (40 hours) and clinical externship (50 hours) part of the Clinical Medical Assistant Program. Focus will be on the clinical responsibilities of the medical office; assisting the physician with patient contact and related care; preparing patients for examination and treatment; routine laboratory procedures and diagnostic testing; HIPAA and patient confidentiality; the legal aspects of healthcare and related regulatory issues; recording and taking vital signs, blood pressure, and other patient care items related to the physician’s office visit; review and administration of medications, allergies, and other pharmacology related items; laboratory procedures; phlebotomy and the proper techniques to collect specimens for laboratory analysis; and cardiology and the proper placement of leads when taking a 12 lead EKG.

To be eligible for this course, you must be enrolled in and/or have successfully completed the 96-hour classroom course, submit to a thorough background check and drug screening, and meet other requirements. Upon successful completion of both courses, you would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. TWA

Course: HHS126 90 Hours
$750 + $350 fee = $1,100; NMR $650

Takoma Park/Silver Spring Campus

CRN#: 25234 10 Sessions T
9/20-11/22 5-9 p.m.

CRN#: 25233 10 Sessions R
9/22-12/1 5-9:30 p.m.
No class 11/24

TEAS Prep

Math TEAS Prep Course

This course will explain general test-taking techniques for standardized tests and the mechanics of the test. Instruction will be given on how to answer test questions, develop test-taking strategies, manage test anxiety, and include one or more practice tests. You will have the opportunity to ask questions. TWA

Course: AHT230 12 Hours
$120 + $40 fee = $160; NMR $120

Rockville Campus

CRN#: 25197 2 Sessions S,U
9/24-9/25 8:30 a.m.-3:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 25196 4 Sessions M,T,W,R
10/24-10/27 1-4:15 p.m.

CRN#: 25198 4 Sessions M,T,W,R
11/14-11/17 1-4:15 p.m.

CRN#: 25199 4 Sessions M,T,W,R
12/12-12/15 1-4:15 p.m.

TEAS English Prep

This course is an intensive review to prepare you to take the English and Language Usage section of the Test of Essential Academic Skills (TEAS). Classroom activities will include a diagnostic test and a battery of practice tests which will familiarize you with the format of the exam and support your review of grammar, mechanics, punctuation, spelling, vocabulary, sentence structure, and word meaning in context. Isolated instruction in areas such as grammar, punctuation, direct dialogue, and types of sentences is provided. Instruction will be given in how to answer each type of question. Instruction will also be given in test-taking strategies, such as process of elimination and time-management. Two computerized tests which simulate the actual TEAS exams are provided, as well as a thorough review of each simulation. A baseline practice TEAS assessment is given to identify areas of weakness, so you are aware of areas to address in the class and for future review. You will have an opportunity to practice test-taking strategies such as process of elimination and time-management. TWA

Course: AHT233 15 Hours
$120 + $40 fee = $160; NMR $120

Takoma Park/Silver Spring Campus

CRN#: 25206 5 Sessions M,T,W,R,F
10/10-10/14 6-9 p.m.

CRN#: 25207 5 Sessions M,T,W,R,F
12/5-12/9 1-4 p.m.

TEAS Reading Prep

Classroom activities will include diagnostic tests and practice questions with discussion to help familiarize you with the format of the exam and support your review of topics. A baseline practice TEAS assessment is given to identify areas of weakness, so you are aware of areas to address in the class and for future review. Instruction in annotation, summarizing skills, and time management is also provided. Instruction will be given on how to answer each type of reading question as well as how to increase confidence and speed. Isolated instruction in the following areas will be provided: main idea, author’s purpose, logical conclusion, summary, theme, topic, and inference. TWA

Course: AHT232 15 Hours
$120 + $40 fee = $160; NMR $120

Takoma Park/Silver Spring Campus

CRN#: 25203 5 Sessions M,T,W,R,F
9/19-9/23 6-9:15 p.m.

CRN#: 25204 5 Sessions M,T,W,R,F
10/17-10/21 9-9 p.m.

CRN#: 25205 5 Sessions M,T,W,R,F
12/5-12/9 5:30-8:45 p.m.
TEAS Science Prep
The science section covers a multitude of information: various cell differentiation and replication; animal taxonomic hierarchy; genetics; earth sciences; all 11 body systems; organisms in natural selection; physical sciences; electromagnetism; cellular anatomy and function; scientific method; chemical reactions; equations; Periodic Table; phases of meiosis and mitosis; and basic chemistry. You will be given sample tests and have time to discuss and ask questions on specific problems in order to increase confidence and speed.

TWA
Course: AHT231 18 Hours
$120 + $40 fee = $160; NMR $120

Rockville Campus
CRN#: 25200 6 Sessions T,R
10/18-11/3 6-9:15 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25201 6 Sessions M,W
9/12-9/28 6-9:15 p.m.
CRN#: 25202 6 Sessions M,W
11/28-12/14 6-9:15 p.m.

Wellness
Massage Therapy: Basic Fundamentals
Learn the fundamentals of Swedish massage, including at least five hands-on techniques. Explore credentialing and licensing requirements for massage therapy careers in the state of Maryland. Wear comfortable clothing; bring a pair of shorts, a short-sleeved shirt, and your favorite oils and lotions to each class. (You will remain fully clothed during massage practice sessions.) Mats will be provided. TWA
Course: WEL021 16 Hours
$150 + $60 fee = $210; NMR $140
Gaithersburg Business Training Center
CRN#: 25273 4 Sessions F
9/23-10/14 6-10 p.m.

Massage Therapy: Basic Fundamentals Part II
This course is designed to increase your knowledge of the basic therapeutic massage techniques acquired in the Basic Fundamentals of Therapeutic Massage Part I. More emphasis is spent on the areas of the human body that generally require more therapeutic massage work, i.e. hands, feet, shoulders and back. Learn some basic reflexology. Learn the anatomy of the human body in more detail. Receive a one-hour massage session in each class. What a wonderful way to end a busy work week! This noncredit course does not meet the licensing requirements of the State of Maryland, Commonwealth of Virginia, or District of Columbia, and completion of this course does not allow the student to sit for the national massage therapy exams; nor does this course permit students to practice therapeutic massage for compensation in any of those three states. The course is designed to teach how to safely and effectively create a basic therapeutic massage session for friends and family members. Further assistance is offered for those who wish to learn more about becoming licensed in the State of Maryland, Commonwealth of Virginia and District of Columbia. Students remain fully clothed; shorts and t-shirts are permitted but not required. TWA
Course: WEL066 16 Hours
$115 + $40 fee = $155; NMR $120
Rockville Campus
CRN#: 25274 4 Sessions F
10/28-11/18 6-10 p.m.

Physical Therapy and Occupational Therapy Aide Training▲
This course prepares you to work under the direction of a registered physical therapist in a physical therapy setting performing supportive activities, such as routine therapeutic treatments by physical or mechanical methods. The course includes medical terminology, legal, and ethical aspects of physical therapy including OSHA and HIPAA, oral and written communication in a healthcare setting, customer service, anatomy and physiology focusing on the musculoskeletal system, assisting with treatment procedures, and review of common medical conditions particular to physical therapy. TWA
Course: HHS041 50 Hours
$1250 + $650 fee = $1900; NMR $800
Takoma Park/Silver Spring Campus
CRN#: 25224 10 Sessions S
9/24-12/3 8:30 a.m.-2:30 p.m.
No class 11/26
Nursing Related Courses

Certified Nursing Assistant / Geriatric Assistant Program

To register for CNA courses you MUST ATTEND the FREE orientation session which includes the FREE mandatory reading and math test that you must pass to register. All payments for CNA Classroom and CNA Clinical and additional fees are due at time of registration. Seats for the Classroom and Clinical are limited. You must be at least 18 years old and have a Social Security Number or Tax Identification Number for the Maryland Board of Nursing licensing process upon successful completion, as well as a Social Security Number for nursing homes that require criminal background checks prior to being on their premises for educational purposes.

Additional Fees:
There will be additional fees for TB test, CPR training, CNA application, GNA application, fingerprinting, and uniforms. These costs will be discussed at orientation.

Below are the schedules for the classroom portion and the clinical portion of the CNA.

Mandatory orientation session is
August 25, 2016, 5:30-8:30 p.m. at the Takoma Park/Silver Spring Campus 122 HC.

The corresponding classroom and clinical MUST be taken together, no substitutions.

Certified Nursing Assistant Classroom (CNA) ▲
AHT028  88 Hours
Through lecture, discussion, and hands-on practice you will learn basic nursing skills such as taking vital signs, assuring patient safety, and caring for patients with Alzheimer’s disease and related disorders. After successful completion of the classroom and clinical portions, you will receive an attendance award from Montgomery College. You may then apply to take the Geriatric Nursing Assistant Licensing examination. Prerequisites: Attending the CNA Orientation Session and scoring at least 80% on both the mandatory reading and math tests. You must have a high school diploma or its equivalent and bring a transcript on the first day of class; a criminal background check may be required; obtain a CPR Health Provider certification before the start of clinical or midterm; a negative TB skin test (PPD) or chest x-ray may be required before class starts. Tuition waiver applies; seniors pay fee only.

$820 + $265 fee = $1,085; NMR $650

Certified Nursing Assistant Clinical (CNA)▲
AHT223  60 Hours
This course is only for students who have successfully completed Certified Nursing Assistant—Classroom (AHT028). Tuition waiver applies; seniors pay fee only.

$760 + $150 fee = $910; NMR $400

CNA Classroom at Asbury Methodist Village
CRN#: 25179  M,W,S  9/17-10/22  5-9:15 p.m. (M,F); 7 a.m.-4 p.m. (S)
CNA Clinical at Asbury Methodist Village
CRN#: 25194  M,W,S  10/24-11/19  5-9:15 p.m. (M,W); 7 a.m.-4 p.m. (S)

CNA Classroom at Asbury Methodist Village
CRN#: 26245  T,R,U  9/18-10/23  5-9:15 p.m. (T,R); 7 a.m.-4 p.m. (U); (Class on U-11/20 ends at 11:15 a.m.)
CNA Clinical at Asbury Methodist Village
CRN#: 26246  T,R,U  10/25-11/20  5-9:15 p.m. (T,R); 7 a.m.-4 p.m. (U)

CNA Classroom at Takoma Park/Silver Spring Campus Room 119 HC
CRN#: 25180  T,R,S  9/17-11/5  5-9:15 p.m. (T,R); 8:30 a.m.-12:45 p.m.(S)
CNA Clinical at Arcola Health and Rehabilitation Center
CRN#: 25193  T,R,S  11/8-12/10  5-9:15 p.m. (T,R); 7 a.m.-3 p.m. (S) 8-11:30 a.m. (S-4/16)

For more information call 240-567-5507 or 240-567-5508.
Basic Cardiac Life Support for Healthcare Providers

This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive a American Heart Association BLS Healthcare Provider card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health-care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). For those looking for a basic CPR course, consider the CPR and AED course (CPR084). The course cost includes textbook, BLS for Healthcare Providers Student Manual. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR007  6 Hours
$62 + $40 fee = $102; NMR $120

Gaithersburg Business Training Center
CRN#: 25211 1 Session  S
10/22  9 a.m.-3:30 p.m.

Rockville Campus
CRN#: 25209 1 Session  S
10/1  9 a.m.-3:30 p.m.
CRN#: 25213 1 Session  S
12/3  9 a.m.-3:30 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25210 1 Session  S
9/10  9 a.m.-3:30 p.m.
CRN#: 25212 1 Session  S
11/12  9 a.m.-3:30 p.m.
CRN#: 25208 1 Session  S
12/17  9 a.m.-3:30 p.m.

CPR and AED

CPR and AED (Basic) This course teaches members of the general public CPR for adults, children and infants. The course also covers use of an AED (automated external defibrillator). Students learn how to relieve choking and how to use a barrier device. This course satisfies the CPR requirement for child care providers in the State of Maryland. Students will receive a course completion card from the American Safety and Health Institute (ASHI) that is valid for two years after successfully completing the written exam and skills tests. Students must attend the entire session to receive a card. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR008  4 Hours
$62 + $20 fee = $82; NMR $50

Gaithersburg Business Training Center
CRN#: 25219 1 Session  S
12/10  9 a.m.-1 p.m.

Rockville Campus
CRN#: 25214 1 Session  S
9/17  9 a.m.-1 p.m.
CRN#: 25218 1 Session  S
11/19  9 a.m.-1 p.m.

Takoma Park/Silver Spring Campus
CRN#: 25215 1 Session  S
10/8  9 a.m.-1 p.m.
CRN#: 25217 1 Session  S
10/29  9 a.m.-1 p.m.
**CPR, AED & Basic First Aid Course**

This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, School bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Safety and Health Institute (ASHI) course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive a card. NOTE: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

**Course: CPR090**
6 Hours
$62 + $25 fee = $87; NMR $50

**Gaithersburg Business Training Center**
CRN#: 25221
1 Session S
9/24 9 a.m.-3:30 p.m.

**Rockville Campus**
CRN#: 25222
1 Session S
11/5 9 a.m.-3:30 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 25220
1 Session S
10/15 9 a.m.-3:30 p.m.

**First Aid—Basic**
This course teaches the citizen responder (and those who need a credential for employment) the principles of first aid, including how to handle emergencies in bleeding, shock, burns, muscle and bone injuries; sudden illness (allergic and diabetic reactions); poisoning; insect/animal bites; and heat- and cold-related emergencies. Simple hands-on bandaging and splinting procedures will be demonstrated. At the conclusion of this training and successful completion of practical skills and a written examination, a Basic First Aid certification card will be awarded with a suggested retraining date of three years from the American Safety and Health Institute. Textbook included. TWA

**Course: AHT011**
4 Hours
$62 + $40 fee = $102; NMR $120

**Gaithersburg Business Training Center**
CRN#: 25175
1 Session F
11/18 5-9 p.m.

**Rockville Campus**
CRN#: 25176
1 Session F
9/16 5-9 p.m.

**Takoma Park/Silver Spring Campus**
CRN#: 25177
1 Session F
10/21 5-9 p.m.
CRN#: 25178
1 Session F
12/9 5-9 p.m.

**Medicine Aide Update Course**

**Medicine Aide Update**
Find out about new medications, procedures, and protocols, and get the training needed to satisfy recertification requirements for medicine aides. Prerequisite: Applicants must present a current Medicine Aide certificate and Geriatric Nursing Assistant license upon arrival at the class. Students may only register 90 days before their certification expires or within 30 days after expiration of their certificate. Please check your expiration date before registering for this course. TWA

**Course: AHT145**
9 Hours
$100 + $46 fee = $146; NMR $120

**Asbury Methodist Village**
CRN#: 25188
1 Session S
9/17 8 a.m.-5:45 p.m.
CRN#: 25191
1 Session S
10/8 8 a.m.-5:45 p.m.
CRN#: 25189
1 Session S
11/12 8 a.m.-5:45 p.m.
CRN#: 25190
1 Session S
12/10 8 a.m.-5:45 p.m.

**Nursing Refresher**

**Mandatory Orientation Session for Nurse Refresher**
August 18, 2016 • 5–6:30 p.m.
Takoma Park/Silver Spring Campus, 122 HC

**Nurse Refresher Classroom ▲**
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. Nursing experts will present topics to review systems anatomy and physiology, major disease pathology, current treatment strategies and legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, and end-of-life issues. You must register for the classroom and clinical in order to use the payment plan. There is a non-refundable fee to participate in the payment plan. TWA

**Course: NUR057**
100 Hours
$1,225 + $235 fee = $1,460; NMR $650

**Takoma Park/Silver Spring Campus**
CRN#: 25271
20 Sessions M,W,S
9/19-11/2 5-9:15 p.m.(M,W)
8 a.m.-5 p.m.(S - 9/24-10/22)
8 a.m.-1 p.m.(S - 10/29 only)

**Nursing Lab**
This lab is for registered or licensed practical nurses returning to the work force or wishing to refresh their clinical skills. Topics include nursing process, communication, nursing care and procedures, current trends in documentation, and pharmacology. There is no payment plan for this lab. Prerequisite:
Nursing Refresher: Clinical ▲
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and care plans, and giving medication. Basic skills lab practice and emergency medicine review will be provided. You must register for the classroom and clinical in order to use the payment plan. There is a nonrefundable fee to participate in the payment plan. Prerequisite: Concurrent enrollment in NUR057 and NUR007. A letter will be sent to you at the address you have given the college once you have registered with information regarding the following:

A. Nursing License: If your Maryland license has lapsed, you must apply for, pay for, and receive an inactive license. If you have an active license from any state other than Maryland, you must apply for and receive a Maryland license before starting your clinical. Please e-mail Tori Blackwell, the program director, for information regarding the following:

- Hours: 8 Hours
- Date: 8/30-9/10
- CRN#: 25270
- Session: S
- Days: 8 a.m.-5 p.m.
- Campus: Takoma Park/Silver Spring

B. CPR Certification: This must be a healthcare provider-level course from American Heart Association or equivalent. Montgomery College provides this course at a special price for students. Please wait for information in the letter that will be sent once you register.

C. 1. A complete physical exam, signed by your health provider, within 9 months of the start date for clinical. (You must use the Montgomery College Nurse Refresher Health Inventory form).

2. Proof of immunity to the following diseases:

- Mumps, Measles (Rubeola) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.)

- Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted).

- Hepatitis B: Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep B Antibody titer). If this titer is negative for immunity, the vaccination series must be repeated.

- Tetanus, Diphtheria, and Pertussis: Documentation of one (1) dose of Tdap vaccine (not to be confused with Dtapa) in the past two (2) years, regardless of when the last Tetanus and Diphtheria vaccine was given.

- Tuberculin Skin Test: (Mantoux Tuberculine test) within 9 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Inventory Form when getting evaluated.) TWA

Influenza: Vaccine is to be given 1 month prior to the start date for clinical.

Please note: Vaccine series must be completed prior to clinical start date. All laboratory titers must have date blood was drawn as well as test results.

3. Tuberculin Skin Test: (Mantoux Tuberculine test) within 9 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Inventory Form when getting evaluated.) TWA

RN Case Manager/Delegating Nurse Training for Assisted Living
This 16-hour course, approved by the Maryland Board of Nursing, provides a basic foundation for nursing practice of the registered nurse who delegates nursing functions in the assisted living setting, including medication administration, and who teaches medication administration to the medication technician in assisted living. Topics to be covered include history of assisted living programs; regulations governing CM/DN practice; overview of CM/DN role and responsibilities; teaching medication administration to the medication technician; case management principles; delegation of nursing practice; communication; adult learning principles; and legal, ethical, and business issues. TWA

Course: NUR014 16 Hours
$285 + $75 fee = $360; NMR $160

Takoma Park/Silver Spring Campus
CRN#: 25268 2 Sessions S
10/8-10/15 7:30 a.m.-3:30 p.m.

Train the Trainer: Preparing CNAs for Success
This course is designed to meet the Maryland Board of Nursing faculty requirements for teaching in CNA programs. This program for RNs combines classroom learning, instructional technology, and a learning lab where you will demonstrate competency in applying knowledge of the principles of adult learning and methods of instruction. This class is for students who have at least two years’ experience (one in long-term care) and a desire to instruct in an approved CNA program. TWA

Course: NUR065 24 Hours
$378 + $82 fee = $454; NMR $225

Takoma Park/Silver Spring Campus
CRN#: 25272 6 Sessions T,R,S
8/30-9/10 5-9:15 p.m.(T,R - 8/30-9/8)
9 a.m.-1:15 p.m.(S - 9/3-9/10)
4 Easy Ways to Register

On the Web
If you have enrolled in a Montgomery College class, and are paying by credit card or checking account, you can register on the web. Visit: www.montgomerycollege.edu/wdce/registerops.html and click on “Register by Web.”

By Mail
Mail completed registration form with payment to: Montgomery College Workforce Development & Continuing Education, Rockville Campus
Campus Center, Room 220
51 Mannakee Street
Rockville, MD 20850

By Fax
Fax completed registration form indicating credit card payment to Montgomery College at 240–567–1877.

Walk–In
A completed registration form with payment may be submitted at any of these locations:

Gaithersburg Business Training Center, Room 400
8:30 a.m.–9 p.m. (Mon–Fri); 8:30 a.m.–4 p.m. (Sat)

Germantown Campus
Humanities and Social Sciences Building,
Room 241 or 243
8:30 a.m.–5 p.m. (Mon–Thur); 8:30 a.m.–4:30 p.m. (Fri)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (Mon–Thur); 8 a.m.–5 p.m. (Fri)
8:30 a.m.–12 p.m. (Sat)

Takoma Park/Silver Spring Campus
CF 230, Customer Service
8:30 a.m.–6 p.m. (Mon–Thur); 8:30 a.m.–4:30 p.m. (Fri)

Westfield South, Suite 306 **
8:30 a.m.–9 p.m. (Mon–Thur);
8:30 a.m.–4:30 p.m. (Fri); 8:30 a.m.–4 p.m. (Sat)

NOTE: Cash payments must be paid in the Cashiers’ Offices at the Germantown, Rockville, or Takoma Park/ Silver Spring campuses between 8:30 a.m.–1 p.m. and 2–4:30 p.m., Mon–Fri.

Payments due at time of registration

** Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, or if any individuals are facing accessibility issues anywhere in the Westfield South Center, please call 240-567-8841.
All information is required. Incomplete forms will be returned to the student unprocessed. For registration assistance call 240-567-5188.
FAX completed registration form with credit card information to 240-567-7860 or 240-567-1877 or 240-567-7937.
Mail completed registration form with payment to WD&CE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

<table>
<thead>
<tr>
<th>College ID Number:</th>
<th>Birthdate</th>
<th>Sex</th>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Initial</th>
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<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>Home Phone</th>
<th>Work Phone</th>
<th>Fax</th>
<th>E-Mail</th>
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<tr>
<th>House # and Street Name (Do NOT use P.O. Box or you will be charged Non-Md. resident fee.)</th>
<th>Apt. #</th>
<th>State</th>
<th>Zip</th>
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| Have you attended MC before? | Yes | No |

If you have ever taken a credit class at MC and the last class (credit or non-credit) you took at MC was more than 4 years ago, you must also complete and submit a Student Reactivation form found at: http://www.montgomerycollege.edu/studentforms.

<table>
<thead>
<tr>
<th>How did you hear about us?</th>
<th>Received brochure in mail</th>
<th>Website</th>
<th>Social media</th>
<th>Advertisement</th>
<th>On campus</th>
<th>Other</th>
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<th>Military: If the military is paying for your course(s), you must submit the last 4 digits of your SSN.</th>
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<th>ETHNICITY: Choose one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)</th>
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<tr>
<td>Not Hispanic or Latino</td>
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<tr>
<td>American Indian or Alaskan Native</td>
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<tr>
<td>U.S. Citizen</td>
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<th>RACE: Choose all that apply, you may choose more than one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)</th>
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<tr>
<td>American Indian or Alaskan Native</td>
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<th>Students with disabilities: If you need support services due to a disability, call Workforce Development &amp; Continuing Education at 240-567-4118 at least three weeks before class begins.</th>
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<tr>
<th>CHECK ALL THAT APPLY:</th>
<th>I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.</th>
<th>I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)</th>
<th>I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general’s office.</th>
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<tr>
<td>CRN #</td>
<td>Course #</td>
<td>Course Title</td>
<td>Start Date</td>
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<th>Code: HC</th>
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Refunds will go to the registered student of record.
Total Due $  

I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required Date

Please indicate payment by: Check (payable to Montgomery College) Credit card: MasterCard VISA American Express Discover

Credit Card Information: Expiration date on card 3 or 4 digit Security code on your card

NOTE: Credit card information will be detached and disposed of promptly and properly after payment is approved.

Credit Card Number

Name on Card

Card holder signature required Date

Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.
Health Sciences

FALL 2016
COURSE SCHEDULE

All Health Sciences Students:

Students must understand and meet all requirements and/or standards imposed by recognized professional societies and all contract requirements imposed on College students by the institution or agency where the clinical practice is to occur. For details, visit www.montgomerycollege.edu/wdce/healthsciencesinstitute.html

240-567-5188  www.montgomerycollege.edu/wdce/healthsciencesinstitute.html