Health-Care Professions

Nursing

Nursing Assistant: The 167-hour Nursing Assistant (NA) Program includes orientation (1 hr.), classroom instruction (100 hrs.), clinical experience (48 hrs.), CPR training (12 hrs.), and testing (6 hrs.). Successful completion of the course involves missing no more than six hours of class, meeting all clinical and CPR hours and passing the competency exam. Graduates are then registered on the North Carolina Department of Facilities.Services.NARegistry.

NA I’s can work under the direction of a licensed person, performing basic nursing techniques on clients who are sick or who have chronic health problems. A total of 165 tasks are necessary including: personal care; turning, transferring, and assisting with walking, lifting, exercising, and feeding; administering enemas; taking blood pressures and vital signs; changing clean dressings; and caring for the body after death. The tasks require the ability to see and hear accurately. Students are required to be able to perform fine motor skills with their hands.

Those who are interested should call their local SCC Center to pre-register. A detailed orientation is provided at the first class. Students must pay $82 to SCC for registration and malpractice insurance and $57.46 to the College Bookstore for the required text. Students should bring their Social Security card and driver’s license to the first class. Also, if a third party is paying, an authorization letter should be sent on the first day of class.

PPD test must be administered within three months of the first day of clinical.

- **Jackson/Mtn. Trace** · MT · 9/12-12/15
  - Theory/Clinical: 12N-6:30P · Instructor: E. Waldroop
- **Swain/Mtn. View** · MTh · 9/8-2/2
  - Theory/Clinical: 5-9P · Instructor: R. Howell
- **Franklin High School** · TBA

Nurse Aide I Refresher Course: The SCC NA I Refresher course will be offered to NA I’s who were previously listed on the North Carolina Nurse Aide I Registry within the past three years without any allegations of abuse, neglect or misappropriation of a patient’s belongings and who have let their listing expire for appropriate reasons as to be determined by the program coordinator. Verification of the previous listing must be obtained prior to admission. A copy of their Social Security card and a photo ID is required. The refresher course will consist of 15 hours of instruction in the classroom and lab and three hours of testing consisting of a multiple choice written/oral exam, a set of vital signs on a live subject and demonstration of five randomly-drawn skills. All SCC Competency Evaluation policies will be
Complied with for the NA I Refresher Program. Book cost approx. $40.
- Jackson Campus · WF · 10/19-11/4 · 5-8P · I. Hitt · $55

**Emergency Medical Services Training**

*Training dates subject to change. Please call SCC PSTC, 369.0591 to confirm schedule.*

**Advanced Cardiac Life Support (ACLS):** Geared toward experienced healthcare professionals including EMT-Paramedics, RNs, "PA's and physicians. Focuses on advanced emergency procedures used in treating patients suffering myocardial infarction and other critical cardiac syndromes. Pre-requisites include current CPR provider certification.
- PSTC · TBA · Spring 2006 · 8A-5P · $55

**Basic Trauma Life Support–Basic:** This class emphasizes injury prevention, basic and advanced trauma management. Offered for EMT-Intermediates, Paramedics, RNs, PAs and MDs, the class covers advanced treatment of the trauma patients as well as basic management.
- Jackson Campus · ThF · 9/22,23 · 8A-5P · $55

**CPR–Healthcare Provider–American Heart Association Health Care Professional CPR:** For health care professionals, lifeguards, emergency personnel and other persons interested in learning adult, child and infant techniques for pulmonary resuscitation, cardiac resuscitation, and foreign body airway obstruction for conscious and unconscious victims.
- PSTC · Th · 8/11 · 8A-5P · $50

**EMT Basic:** Consists of basic emergency procedures including CPR, airway management, and assessment and treatment of medical and traumatic emergencies. Includes all skills necessary for individuals to provide emergency medical care up to basic life support level with ambulance service or other specialized services. Class consists of didactic and practical hands-on patient scenario training. Current CPR certification from American Heart Association at Health Care Provider level or at Professional Rescuer level from Red Cross is pre-admission recommendation. Academic grade level test given at first class session; 10th grade must be achieved. Book, Emergency Care 10e, costs approximate: $100, mal-practice insurance $35.50, if not affiliated.
- TBA · TBA · 6-10P · $65

**NREMT–Paramedic Refresher:** This National Registry Emergency Medical Technician – 48 hour Paramedic Refresher: Required contents meets Nationally Registered Paramedic refresher components.
- PSTC · 10/11-10/27 · TTh · 8A-5P · $65

**Pediatric Advanced Life Support (PALS):** ACLS is geared toward experienced healthcare professionals including EMT-Paramedics, RN’s, "PA’s and physicians. The course focuses on advanced emergency procedures used in treating pediatric emergencies.
- PSTC · TBA · TBA · 8A-5P · $55

**EMS Continuing Education**

**Balsam/Willets/Oche Fire Dept.**
- M · 11/7 · 7-10P
- M · 12/5 · 7-10P
Join the exciting profession of emergency medical services
To learn more about this fast-paced, exhilarating job, call Chris Batchelder or Jeremy Huffman at 828.369.0591

UPCOMING CLASSES:
CPR/BLS Instructor Training: Dec 7 & 8, 2005
EMT Basic On-line: Jan 7, 2006
EMT-Intermediate: Spring 2006
EMT-Paramedic: Fall 2006

Canada Fire Dept. CE
- M · 9/26 · 7-10P
- M · 10/24 · 7-10P
- M · 11/28 · 7-10P

Cowee/Burningtown Fire Dept.
- T · 9/13 (C) · 7-10P
- T · 10/11 (B) · 7-10P
- T · 11/8 (C) · 7-10P
- T · 12/13 (B) · 7-10P

Cullowhee Fire Dept.
- T · 9/20 · 7-10P
- T · 10/18 · 7-10P
- T · 11/15 · 7-10P
- T · 12/20 · 7-10P

Glenville–Cashiers BLS
- M · 10/3 · 6-9P
- M · 11/7 · 6-9P
- M · 12/5 · 6-9P

Glenville–Cashiers ALS
- T · 9/20 · 7-10P
- T · 10/18 · 7-10P
- T · 11/15 · 7-10P
- T · 12/20 · 7-10P

Nantahala Fire and Rescue Dept. CE:
- W · 9/14 · 7-10P
- W · 10/12 · 7-10P
- W · 11/9 · 7-10P
- W · 12/14 · 7-10P

Otto Fire and Rescue Dept. CE:
- Th · 9/15 · 7-10P
- Th · 10/20 · 7-10P
- Th · 11/17 · 7-10P
- Th · 12/15 · 7-10P

PSTC: Macon County FR/MR/EMT-B (All EMS Welcome)
- T · 9/6 · 7-10P
- T · 10/4 · 7-10P
- T · 11/1 · 7-10P
- T · 12/6 · 7-10P

Qualla Fire Dept.
- M · 9/12 · 7-10P
- M · 10/10 · 7-10P
- M · 11/14 · 7-10P
- M · 12/12 · 7-10P

Savannah Fire Dept. (Bi-Monthly)
- M · 9/19 · 7-10P
- M · 11/21 · 7-10P

Scaly Mountain/Sky Valley
- T · 9/27 · 7-10P
- T · 11/22 · 7-10P

Swain Center: Swain First Responders/Med. Responders/Basic EMT
• Th · 9/15 · 6:30-9:30P  
• Th · 10/20 · 6:30-9:30P  
• Th · 11/17 · 6:30-9:30P  
• Th · 12/15 · 6:30-9:30P

**Swain Center: Swain ALS**

• Th · 9/1 · 6:30-9:30P  
• Th · 10/6 · 6:30-9:30P  
• Th · 11/3 · 6:30-9:30P  
• Th · 12/1 · 6:30-9:30P

**Sylva Fire Dept.**

• M · 10/3 · 7-10P  
• M · 11/7 · 7-10P  
• M · 12/5 · 7-10P

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**On-Line HealthCare Courses**

**Registration and Information:** If you are a highly motivated learner with a busy schedule, taking a class over the Internet offers an opportunity to gain skills without the structure of the traditional classroom. These courses are all six week courses and enable you to earn CEUs (based on your final exam).

**Start Dates:** A new section of every course in this schedule will begin on the following dates: 9/21, 10/19, or 11/09. To review the course description and outlines, and to register for these classes, visit [www.ed2go.com/scc](http://www.ed2go.com/scc). For additional information, e-mail msutton@southwest.cc.nc.us

How to Get Started:

2. Click the Orientation link and follow the instructions to enroll and pay for your course. During orientation, choose the name and password to access your course. After orientation you will be sent a registration form via email. Print out, sign and return by mail to Southwestern Community College, 23 Macon Avenue, Franklin, NC 28734 or fax (828) 349.9692 with payment at least three days before class starts.

All courses that have an * are Self-Supporting classes.

**Health Care, Nutrition, & Fitness**

- Assisting Aging Parents $89*
- Become a Veterinary Assistant $55 + $5 TF
- Become a Veterinary Assistant II
  - Canine Reproduction $55 + $5 TF
- Food and Fitness to Fight Cancer $89*
- Introduction to Natural Health and Healing $89*
- Luscious, Low-Fat, Lightning-Quick Meals $89*
- Outdoor Survival Techniques $89*

**Become a Medical Coding Specialist**

On-Line Coding Classes begin August 1  
Study at home or office via computer
COURSE DESCRIPTION
The Basic to Advanced Online Coding Classes are open to the individual interested in gaining insurance coding skills for an entry-level job, to the coder who desires educational enrichment through earning CEUs and to the coder who is preparing for the AAPC Coding Certification Exam.

The Series of six Online classes is designed to enhance the knowledge of the individual preparing to challenge the AAPC National Organization Certified Professional Coder’s Exam. Upon successful completion of the program and based on their previous experience in the medical field, Insurance Coders may work in hospitals, for insurance companies, at home, or at clients’ site as a consultant. Some will enter the work force as an entry level Coder while others with prior experience as a seasoned Coder may fill many different jobs in the physician office.

Those who successfully complete the certification exam (after completion of the six courses) will be known as Certified Professional Coders, using the credential “CPC” after their name. Instructions for scheduling the AAPC Certification Exam will be provided with information in MED 3008 AAPC Certification Exam Review.

These 11-week courses (39 hours) begin on January 23 and end on April 7. They are offered via the Internet. Students must have access to a computer and an e-mail account. Upon completion of each course, participants will receive a certificate for the appropriate number of contact hours (CEUs). Application has been made for AAMA-approved CEUs ($5 additional CEU fee payable to AAMA for non-members). If official documentation of completion is required, a Continuing Education Transcript can be requested. To pre-register, call (828) 497-7233 or e-mail scotts@southwest.cc.nc.us.

- Cost for each course is $60 plus $5 Technology Fee plus course materials.
- Cost for the CD-ROM for each class is $45, plus $4.50
- Students must pre-register by December 12 to ensure time to receive course materials.
- To pre-register, call (828) 497-7233 or e-mail scotts@southwest.cc.nc.us.

COURSES
NUR 3235 Medical Terminology (Online): Serves as a foundation for all other medical training courses. Over 1000 words and terms are defined in 33 chapters outlined by body systems. Words are pronounced through your computer speaker. The CD-ROM used also contains a comprehensive audio medical dictionary. This 11-week course (39 hours) is offered via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $60 plus $49.50 for course materials (CD-ROM). Students must pre-register by December 12, 2005 to ensure time to receive course materials. Call (828) 497-7233 to pre-register or e-mail, scotts@southwest.cc.nc.us.
- Course Materials: CD-ROM $45 (plus $4.50 S&H)
- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee
**MED 3030 Medical Coding (Online):** Prepares students for entry-level jobs in insurance coding in a doctor's office or other medical facility. This course includes ICD-9 CM Coding, CPT Coding, Medicare Fraud & Abuse, and Evaluation & Management. This 11-week course (36 hours) is offered via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $60 plus course materials. Students must pre-register by December 12, 2005 to ensure time to receive course materials. Call (828) 497-7233 to pre-register or e-mail, scotts@southwest.cc.nc.us.

Course Materials: CD-ROM, $45 (plus 4.50 shipping and handling)
ICD-9 Manual, $65; and CPT Manual, $55

- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee

**OSC 3641 Medical Billing (Online):** Prepares students for entry-level jobs in accounting skills necessary in a doctor's office or other medical facility. This course includes Front Office Management, Filing Part B HCFA 1500, filing Part A HCFA 1450, Medicare, Medicare Billing Problems, and Patient Record Keeping using MediSoft, Medicare as Secondary Payer, Medicare & Home Health, Medicare and Women's Health. This 11-week course (39 hours) is offered via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $60 plus course materials. Students must pre-register by December 12, 2005 to ensure time to receive course materials. Call (828) 497-7233 to pre-register or e-mail, scotts@southwest.cc.nc.us.

Course Materials: CD-ROM, $45 (plus 4.50 shipping and handling)

- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee

**MED 3030 Advanced Coding ICD9 (Online):** This course compiles and summarizes the official coding guidelines concerning the most common yet complex diagnosis coding issues. The course is organized by major body system chapters, as found in the ICD-9-CM manual. Each chapter is organized by (1) Issues (2) Coding Clarification (3) Physician Documentation Issues, and (4) Coding Scenarios. Real life coding problems illustrating the issues are presented with ICD-9-CM solutions. This 11-week course (39 hours) is offered online via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $65 plus course materials. Students must pre-register by December 12, 2005 to ensure time to receive course materials. Call (828) 497-7233 to pre-register or e-mail, scotts@southwest.cc.nc.us.

Course Materials: CD-ROM, $45 (plus 4.50 shipping and handling) and ICD-9-CM Manual, $65 (approx)

- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee

**MED 3030 L30 Advanced Coding-CPT (Online):** This course organized according to the sections in the CPT book. Frequently asked questions from real life situations are answered in an authoritative manner. This course provides advanced coding problems with their solutions. The main emphasis is on Evaluation and Management and Surgery codes. A five-step outline is used to help you code the exercises/scenarios in the problems. Detailed medical history reports, including post-operative reports, are provided from which CPT codes are determined. This 11-week course (39 hours) is offered via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $65 plus course materials. Students must pre-register by December 12, 2005 to
ensure time to receive course materials. Call (828) 497-7233 to preregister or e-mail, scotts@southwest.cc.nc.us. Course Materials: CD-ROM, $45 (plus $4.50 shipping and handling) and CPT Manual, $55 (approx)

- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee

**MED 3008 AAPC Certification Exam Review:** This online course is designed to prepare the student to take the Certified Professional Examination administered by the American Academy of Professional Coders. Topics for review include Medical Terminology, Human Anatomy, CPT Coding Guidelines, ICD-9-CM (Vol. 1 & 2) Diagnostic Coding, HCPCS Level 2, E/M Coding, Anesthesia Coding, Surgical Coding, and Use of Modifiers. This 11-week course (39 hours) is offered via the Internet. Students must have access to a computer and an e-mail account. Cost for the course is $65 plus course materials. Students must pre-register by December 12, 2005 to ensure time to receive course materials. Call (828) 497-7233 to pre-register or e-mail, scotts@southwest.cc.nc.us.


- Distance Learning
  1/23-4/7 · B. Hess · $60 + $5 Technology Fee

**CEU APPROVAL / CERTIFICATE**

Upon completion of each course, participants will receive a College certificate for the appropriate number of contact hours (CEUs). **Application has been made for AAMA-approved CEU’s. ($5 additional CEU fee payable to AAMA for non-members).** If official documentation of completion is required, a **Continuing Education Transcript** can be requested from the Registrar.

**COURSE SCHEDULING**

These courses begin on January 23, 2006, and students must pre-register by **December 12.**

**Further Information**

Contact: Scott Sutton at SCC
Phone: (828) 497-7233
E-mail: scotts@southwest.cc.nc.us
More Info: [http://www.dlearn.com](http://www.dlearn.com)

See also:

- Center for Business & Industry
- Computer Training
- Fire & Rescue Training
- Law Enforcement
- Personal Development
- Personal Enrichment
- Professional Licensure & Certification

Back to Continuing Ed
Fall 2005
Schedule
Table of Contents