

EMS 100	Cardiopulmonary Resuscitation I	1
HLS 215	Mass Casualty Triage Management	3
HLS 241	Incident Management Team Operations	3
Homeland Security Electives		12
Additional certificate requirements		3
*ORI 101	Orientation to College	1
WKO 101	Workplace Skill Development	2
Total		28

Short Certificate - Medical Assisting

The Medical Assisting Certificate Program requires the student to complete 20 semester hours in medical assisting courses. This program will prepare students for careers in the health care field by offering courses in both the clinical and administrative functions of a physician's office.

		credit hours
Required courses		20
MAT 101	Medical Terminology	3
or HPS 105	Medical Terminology	3
MAT 102	Medical Assisting Theory I	3
MAT 103	Medical Assisting Theory II	3
MAT 111	Clinical Procedures I	3
MAT 120	Medical Admin. Procedures I	3
MAT 121	Medical Admin. Procedures II	3
WKO 101	Workplace Skill Development I	2
Total		20

Short Certificate - Medical Assisting: Phlebotomy

Prerequisites for required courses in the Phlebotomy short certificate must be met before students may register for MAT 239 Phlebotomy Preceptorship. (See course description on page 186.)

The College offers a 10-hour short-term certificate in phlebotomy, which prepares the student for work in acute care settings such as major hospital laboratories, minor emergency centers, and free-standing laboratories, working under the supervision of medical laboratory technologists or laboratory managers. The courses will provide both classroom and clinical experiences.

		credit hours
Required courses		10
MAT 125	Laboratory Procedures I	3
MAT 215	Laboratory Procedures II	3
MAT 239	Phlebotomy Preceptorship	3
EMS 100	Cardiopulmonary Resuscitation I	1
Total		10

Certificate - Licensed Practical Nursing (LPN)

The Licensed Practical Nursing (LPN) Program enables the student to complete a one-year curriculum leading to a certificate in Licensed Practical Nursing. This qualifies the graduate to apply to write the National Council Licensure Examination: NCLEX-PN. It is important for

* Students may use ORI 105, Orientation and Student Success, to satisfy this requirement. Enrollment in this three credit-hour class will add two semester hours to the student's program total.