

Spring 2017 Nursing and Allied Health Professional Development

Knowledge makes all the difference



St. Louis Community College
Continuing Education

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stlcc.edu/ce

GENERAL INFORMATION for Nursing and Allied Health Programs



Allied Health Continuing Education of St. Louis Community College offers a wide selection of courses and workshops. Please take a few moments to read the course descriptions. There are new offerings that have been developed in response to requests.

Courses are approved or pending approval for continuing education credit as noted. Approval by another accrediting entity or for professional licensure is the sole responsibility of the participant.

Allied Health Continuing Education of St. Louis Community College serves as a Community Training Center for the American Heart Association whose mission is to reduce disability and death from cardiovascular disease and stroke and set guidelines for emergency cardiovascular care and training. The American Heart Association strongly promotes knowledge and proficiency in BLS and has developed instructional materials for this purpose.

Use of these materials in an educational course does not represent course sponsorship by the American Heart Association. Any fee charged for a course, except for a portion of the fee needed for American Heart Association course material, does not represent income to the Association.

Clinical and Field Work

Some degree and certificate programs offered by the college require students to obtain clinical or other field experience as part of their course work. Students with criminal convictions or drug use may have difficulty progressing in these programs. **Hospitals and facilities may mandate that a criminal background check and/or drug screening check (at the student's expense) may be conducted prior to placement in a clinical or field setting. Students not passing these checks may be prohibited from participating in the clinical or field experience, thus rendering the student ineligible to satisfactorily meet the course/program requirements.** Students should contact an academic advisor or the program coordinator for further details.

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Nursing and Allied Health Professional Studies

EMT Core Curriculum

This course begins January 18, 2017. Attendance at first class is required. A strict attendance policy is enforced. This course meets all the current requirements for Missouri EMT-B license renewal. It includes the assessment and care of the sick and injured, pediatric and geriatric emergencies, childbirth, defibrillation, hazardous material situations and the use of adjunctive EMS equipment. Participation in Wednesday labs optional pending instructor approval. Does not include CPR. Course is not for initial EMT-Basic training. Initial EMT-Basic training is offered for college credit (EMT 121). Registration deadline before class begins on 1/18. No class 2/20, 3/13, 3/15.

EMSS:700 | \$150

H50 W 3:30pm-5:30pm
Jan. 18 – May 14
MW 6pm-9:50pm
Jan. 18-May 14

Steven Newcomb
Harrison Ed Ctr, 200
Harrison Ed Ctr, 200

New Everything You Want to Know About Funerals

This course will explain the operation of a modern funeral home and the funeralization process. The steps for making "at need" funeral arrangements (when a death has actually occurred), including the role of the funeral director and the funeral home staff will be discussed. Participants will plan their own funeral by considering their choices/options for preparation of the body, merchandise selection, services, final disposition and other funeral/memorialization details.

AHCE:734 | \$39

450 Th 7pm-9:15pm
March 2 – March 9
David Coughran BA, AAS, MS Ed
FP - E Tower, 410
* NHA Clock hours pending approval. RN and LPN-certificate of attendance awarded.

New Current Trends in Diabetes Care

Management of the client with diabetes is an ever-changing challenge. Discover the benefits of focusing on healthy behaviors and lifestyle in diabetes care. The learner will be able to describe the rationale for current trends in diabetes care; explain the pathophysiology of diabetes; and discuss new medications and innovative medication delivery and glucose monitoring methods.

NURS:777 | \$49

650 W 6pm-9:15pm
March 29
Laurie Klipfel RN, MSN, BC-ANP, CDE
MC - SW, 111
* NHA Clock hours pending approval. RN and LPN-certificate of attendance awarded.

New Low Back and Pelvic Dysfunction: A Sequential Manual Therapy Treatment Approach

Participants will be taught how to simplify treatment of lumbar and pelvic dysfunction by following a sequential approach, focusing on improving length/balance of soft-tissues and then focusing on proper muscle activation before advancing to muscle strength training. In addition, participants will be taught how to effectively assess postural/structural imbalances, movement impairments and strength deficiencies as they relate to the condition. This will be mainly a lab-focused session enabling participants to walk away from the course ready to apply concepts they have learned.

AHCE:774 | \$45

680 Sa 9am-12pm
Feb. 11
.3 CEUs

Josh Borgmeyer PT, DPT, MTC
MC - AS, 104A

New Navigating F309 and F314 from the Risk Management Perspective

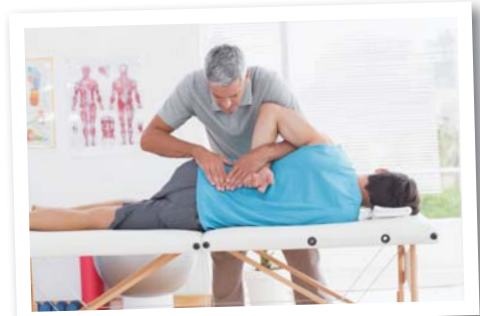
Federal tags (F-tags) are federal regulation which detail the rights of nursing home residents and the responsibilities of nursing homes in the provision of care. Join us for this evening's class which will provide an explanation of two important and frequently cited federal tags, F309 and F314. At this class, you will be introduced to the fundamentals required to understand the physiology of prevention and the identification and assessment of acquired and admitted with pressure injuries, ulcers and wounds. Discover how documentation may affect the facility's quality status and techniques that will reduce facility citations and litigation.

AHCE:758 | \$29

450 Tu 6pm-8:15pm
April 25

Amy Bruggemann MSN, APRN-BC, CWS
FP - G Tower, 117

* NHA Clock hours pending approval. RN and LPN-certificate of attendance awarded.



Mental Health

Mental Health Interpreter Program

This is a 10-week non-credit certificate program to train foreign language interpreters for work in the mental health field. Those who complete the course and earn a certificate may receive priority employment by local agencies who provide foreign language translation services. Required: 6 months prior interpreting experience. All course materials included. No class 3/13.

EDUC:760 | \$185

650 M 6:30pm-9:30pm
Feb 27 – May 8

Kim Osmanagic, Eduardo Vera
MC - CS, 204

New Mental Health First Aid Certification

Mental Health First Aid (MHFA) teaches you how to recognize when someone is experiencing a crisis and how to help them. You will learn the signs and symptoms of common mental illnesses, substance use disorders and a five-step action plan. This 8-hour class teaches the learner with limited or no medical background how to become a mental health first-aid for adults. Student manual included in cost of course. Registration/refund/withdrawal deadline: 3/11.

EDUC:766 | \$65

4D0 Sa 8am-4:30pm
Apr 1

Gwen Boyd MSN, MA, RN-BC
FP - G Tower, 121



Caregiving at Home Series at Meramec

Come to the entire workshop or select individual classes below.

Caregiving at Home Workshop

This workshop will be offered 3/20 through 5/8. Whether you are a family member, a concerned friend, or a community volunteer helping a senior with household tasks, personal and/or health care in the home setting or transportation, this 8-week workshop will provide you with helpful information. Come to the entire workshop or select individual classes that will enable you to ensure the senior continues to thrive during life's most difficult times of aging. Throughout this workshop resources and support for the caregiver will be addressed. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or close friends. All classes meet on Mondays, except session five, which meets on Tuesday, 4/18.

AHCE:701 | \$125

650 M 6:30pm-9pm

March 20 – May 8

MC - SS, 108

Caregiving at Home - Which is Best... Care in the Home or in a Facility?

The need for caregiving in the home may occur suddenly with an illness or injury or, as with chronic illness or frailty due to aging, it may develop over a period of time. There are a variety of factors to be considered when the need for caregiving arises. This session will explore and compare home- and facility-based options when individuals need increased assistance with everyday tasks. There will be a discussion as to the range of services provided through home care agencies, including non-medical support such as housekeeping, shopping and errands, bathing and personal care, services such as physical and occupational therapy, speech therapy and wound care. We will explore community services such as adult day care and respite care that may be beneficial to caregivers who wish to continue providing care for their loved one in the community. There will be a discussion about the different levels of facility-based care, including skilled nursing, assisted living and residential care. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Katelyn Eichorst MSW, VOYCE Connect Coordinator

AHCE:701 | \$39

651 M 6:30pm-9pm

March 20

MC - SS, 108

Caregiving at Home - Medications and Pain Management

This week we will discuss medications and current trends in pain management for the senior. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Catherine Kush MSN BSN RN GNP-BC.

AHCE:701 | \$39

652 M 6:30pm-9pm

March 27

MC - SS, 108

Caregiving at Home - Eldercare Law

Join us for an interactive presentation on eldercare law. Some of the topics to be presented include advanced directives, living wills, power of attorney and trust funds. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Thomas McCarthy

AHCE:701 | \$39

653 M 6:30pm-9pm

April 3

MC - SS, 108

Caregiving at Home - Medicare: The Basics

This evening's class will focus on Medicare, the federal health care program for those 65 years and older. Join us for a discussion on Medicare Part A and B, Medicare Part D (Prescription Drugs), Medicare Supplements and Medicare Advantage Plans. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Beverly White-Williams MBA RN

AHCE:701 | \$39

654 M 6:30pm-9pm

April 10

MC - SS, 108

Caregiving at Home - Do No Harm: Proper Body Mechanics

How do you safely move a senior in bed, transfer and assist with walking? Learn the proper body mechanics that will assure the safety of the person being assisted and the caregiver. Please wear flat shoes and slacks for this session. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Please note this class which is part of the 8-week Caregiving at Home Workshop will be offered on Tuesday evening, 4/18. Instructor: Mary Christman PT, MA Ed.

AHCE:701 | \$39

655 Tu 6:30pm-9pm

April 18

MC - AS, 104A

Caregiving at Home - Nutrition and Fluid Intake

This evening's class will turn our attention to the nutrition needs and fluid intake of the senior. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Julie Boyer MS, RD, LD

AHCE:701 | \$39

656 M 6:30pm-9pm

April 24

MC - SS, 108

Caregiving at Home - Conditions, Events and the Emotional Experience

This evening's class will look at conditions and events requiring care in the home and the related stress and emotion experienced by the senior as well as the caregiver. While this course is primarily for the nonprofessional caregiver, portions of the course may be very useful to professionals providing care for family or friends. Instructor: Janice Palmer PhD RN CNE.

AHCE:701 | \$39

657 M 6:30pm-9pm

May 1

MC - SS, 108

Caregiving at Home - Caregiving and Dementia: Understanding Difficult Behaviors

During this final evening of the Caregiving at Home Workshop we will discuss caregiving and dementia. Behavior is a powerful form of communication and is one of the primary ways for people with dementia to communicate their needs and feelings as their ability to use language is lost. However, some behaviors can present real challenges for caregivers to manage. Join us to learn how to decode behavioral messages, identify common behavior triggers and learn strategies to help intervene with some of the most common behavioral challenges of Alzheimer's disease. Presenter: Education and Outreach, Alzheimer's Association St. Louis Chapter.

AHCE:701 | \$39

658 M 6:30pm-9pm

May 8

MC - SS, 108

**SPECIAL
EDITION**

Caregiving at Home Series

at Florissant Valley

Special Edition: Caregiving at Home Series: Mid-East Area Agency on Aging

Are you or someone you love among the over 66 million Americans caring for a family member or friend? Join the Mid-East Area Agency on Aging for this interactive workshop where they will discuss real-life scenarios, introduce you to little-known community resources and share their top 5 tips to help caregivers navigate through the complexities of what can feel like an overwhelming situation. Instructor: Education and Outreach, Mid-East Area Agency on Aging.

AHCE:701 | \$15

500 W 1pm-3pm

May 3

FV - CWI, 136

CPR and First Aid

DUE TO THE NATURE OF CPR AND FIRST AID COURSES, YOU MUST ARRIVE ON TIME.

NO ADMITTANCE AFTER STATED TIME AND NO REFUND FOR LATE ARRIVAL.

*Registration is required **one week** prior to course start date to ensure appropriate student-to-instructor ratios. Late registrations will be considered on a space-available basis only. No transfers between sessions or refunds given within five business days of class date.*

BLS for Healthcare Providers

This American Heart Association course is designed for the healthcare provider. Each participant must obtain an 84 percent or higher on the written evaluation and demonstrate proficiency in all CPR skills. Skills include adult, child and infant CPR, FBAO management of the conscious victim, adult/infant/child two rescuer CPR, mouth-to-mask ventilation and automatic external defibrillation (AED). Written and practical skills (hands-on manikin simulation) evaluation and testing are required for course completion. Students who enroll at least one week in advance and successfully complete the course will receive BLS completion card at the end of the class. No transfers between sessions or refunds given within five business days of class date. Due to the nature of the course, you must arrive on time. No admittance after stated start time. No refund for late arrival. This course meets the STLCC nursing department admission requirements.

CPRR:707 | \$75

4D0 F 9am-3:30pm
Jan. 6
5D0 Tu 9am-3:30pm
Jan. 10
6D0 Th 9am-3:30pm
Jan. 12
4D1 Th 5pm-10pm
Feb. 2
6D1 Tu 5pm-10pm
Feb. 7
4D2 F 9am-3:30pm
Feb. 24
CD0 Sa 9am-3:30pm
March 4
4D3 Th 5pm-10pm
March 9
6D2 Th 9am-3:30pm
March 23
4D4 W 5pm-10pm
March 29
HD0 Sa 9am-3:30pm
April 1
6D3 Tu 5pm-10pm
April 18
SD0 F 9am-3:30pm
April 21
4D5 W 5pm-10pm
April 26
6D4 Th 5pm-10pm
May 4
5D1 W 9am-3:30pm
May 10
4D6 F 9am-3:30pm
May 19

Marilyn Miederhoff
FP - G Tower, 121
Gary Holsapple
FV - CWI, 136
Carol Pikey
MC - CE Classroom
Gordon Back
FP - G Tower, 121
Marilyn Miederhoff
MC - CE Classroom
Gordon Back
FP - G Tower, 121
Gary Holsapple
Corp. College, 276
Marilyn Miederhoff
FP - G Tower, 121
Carol Pikey
MC - CE Classroom
Gordon Back
FP - G Tower, 121
Gordon Back
Harrison Ed Ctr, 100
Carol Pikey
MC - CE Classroom
Carol Pikey
SCEUC, 125
Gordon Back
FP - G Tower, 121
Marilyn Miederhoff
MC - CE Classroom
Gary Holsapple
FV - CWI, 136
Gordon Back
FP - G Tower, 121

Heartsaver CPR AED: Adult and Pediatric

The Heartsaver CPR AED Course teaches lay rescuers when to dial 911, how to give CPR, how to use an AED and how to provide relief of choking. The course targets individuals who are expected to respond to cardiovascular emergencies in the workplace. The course may be used to teach CPR to lay rescuers who are required to obtain a course completion card documenting completion of a CPR course that includes use of an AED for job, regulatory or other requirements. This course is for the learner with limited or no medical training. Registration one week prior to course start date is recommended. Due to the nature of the course, you must arrive on time. No refund for late arrival.

CPRR:701 | \$65

3D0 W 6pm-9:30pm
March 22
5D0 M 6pm-9:30pm
May 1

Carol Pikey
WW, 204
Gary Holsapple
FV - TC, 110

Heartsaver CPR AED: Adult

The Heartsaver CPR AED Course teaches lay rescuers when to dial 911, how to give CPR, how to use an AED and how to provide relief of choking. The course targets individuals who are expected to respond to cardiovascular emergencies in the workplace and may be used to teach CPR to lay rescuers who are required to obtain a course completion card documenting completion of a CPR course that includes use of an AED for job, regulatory or other requirements. This course is for the learner with limited or no medical training. Registration one week prior to course start date is recommended. Due to the nature of the course, you must arrive on time. No refund for late arrival.

CPRR:701 | \$49

6D0 Tu 6:30pm-8:30pm
March 7
CD0 Tu 4pm-6pm
April 4

Carol Pikey
MC - CE Classroom
Gary Holsapple
Corp. College, 276

Heartsaver First Aid CPR AED

Heartsaver First Aid CPR/AED is a classroom, DVD-driven, instructor-led course that teaches students critical skills needed to respond to and manage a first aid, choking or sudden cardiac arrest emergency during the first few minutes before emergency medical service (EMS) arrives. It is designed to meet OSHA requirements. Students learn the skills to treat bleeding, sprains, broken bones, shock and other first aid emergencies. This course also teaches adult CPR and AED use. Practical skills (hands-on-manikin simulation) evaluation and testing are required for course completion. Upon successful completion, each participant will receive a course completion card. Registration one week prior to course start date is recommended. Due to the nature of the course, you must arrive on time. No refund for late arrival.

CPRR:706 | \$99

CD0 W 8:30am-4:30pm
April 12

Gordon Back
Corp. College, 276



**American
Heart
Association®**

**AUTHORIZED
TRAINING
CENTER**

CPR Instructor Course

The purpose of the AHA BLS/CPR Instructor Course is to provide instructor candidates the knowledge and skills necessary to reach and teach potential BLS providers enrolled in AHA courses the science, skills and philosophy of resuscitation programs. The AHA BLS/CPR Instructor course provides a structured initiation for the instructor candidates and serves as the foundation for their development. It provides instructor candidates the opportunity to develop and refine their presentation skills. Please note there is self-paced, pre-course preparation. Prerequisite required at time of registration: Current AHA BLS Healthcare Provider CPR card. Registration three weeks prior to course start date is required to ensure arrival of pre-course materials and completion of pre-course preparation. Per AHA requirements, within six months of the initial CPR Instructor Course, a STLCC TC faculty member must monitor the instructor candidate's teaching and verify the performance of the candidate's provider skills. The instructor candidate will pay an additional fee for this monitoring. Due to the nature of this course, you must arrive on time. No admittance after the stated start time. No refund for late arrival. Registration/Refund/Withdrawal deadline: 2/1. Interested students must contact Diane Sterett at 314-539-5754 before registering for the CPR Instructor Course.

CPRR:708 | \$299

4D0 W 8am-5pm
March 1

Gordon Back
FP - G Tower, 121

CPR Instructor Renewal Course

To successfully complete the American Heart Association CPR Instructor Renewal course, the instructor will demonstrate acceptable provider skills and successful completion of the provider written examination. The renewal course may include an update addressing new course content or methodology and review TC, regional and national ECC information. Prerequisite: The instructor must have taught at least four CPR courses and attended updates as required within the previous two years and be a current CPR Instructor as evidenced by a current CPR Instructor card. At time of registration the instructor must provide documentation meeting all prerequisites. Registration is required one week prior to course start date. Due to the nature of this course, you must arrive on time. No admittance after the stated start time. No refund for late arrival. Interested students must contact Diane Sterett at 314-539-5754 before registering for the CPR Instructor Renewal Course.

CPRR:709 | \$99

4D0 W 6pm-10pm
Feb. 15

Gordon Back
FP - G Tower, 121

Registration/Refund/Withdrawal deadline: 2/8.

4D1 W 8am-12pm
May 3

Gordon Back
FP - G Tower, 121

Registration/Refund/Withdrawal deadline: 4/26.

Heartsaver Pediatric First Aid CPR AED

The Heartsaver Pediatric First Aid CPR AED course teaches lay rescuers to respond to and manage illnesses and injuries in a child or infant in the first few minutes until professional help arrives. It covers the four steps of first aid and first aid skills such as finding the problem, stopping bleeding, bandaging, using an epinephrine pen, as well as child CPR AED, infant CPR and optional modules in adult CPR AED, child mask, infant mask and Asthma Care Training for Child Care Providers. Registration one week prior to course start date is required. No transfers between sessions or refunds given within five business days of class date. Due to the nature of the course, you must arrive on time. No admittance after stated start time. No refund for late arrival. Bring a sack lunch. Child Care Providers DO NOT register for this course. Child Care Providers needing Approved Clock Hours MUST enroll in the Specialized Child Care Provider Course CCPR 711.

CPRR:711 | \$97

6D0 Sa 8:30am-4pm
Jan. 21

4D0 Sa 8:30am-4pm
Feb. 18

5D0 Sa 8:30am-4pm
March 11

6D1 Sa 8:30am-4pm
April 8

5D1 Sa 8:30am-4pm
May 13

Carol Pikey
MC - CE Classroom

Carol Pikey
FP - G Tower, 121

Gary Holsapple
FV - TC, 105

Carol Pikey
MC - CE Classroom

Gary Holsapple
FV - TC, 105



Healthcare Occupations



Phlebotomy

The course will be held from 2/28 - 4/27 preparing the student for entry level employment as a phlebotomist. Register in person only with Continuing Education at Forest Park, Student Center, 125. The course provides classroom, lab instruction and clinical experience. The 100 hours of clinical experience is in addition to the scheduled 48 hours of class time. No weekend hours for clinical experience. Time off from work may be required to complete clinical. A strict attendance policy is enforced throughout this training. Course content includes basic anatomy pertinent to blood collection, as well as communication skills, specimen processing, related interdisciplinary tasks, lab experience of blood drawing techniques and practical experience of blood drawing techniques in the clinical setting. Prerequisites: Student must be 18 years of age; High school diploma or a High School Equivalency Certificate; Test of Adult Basic Education (TABE) Test Letter stating a minimum score of 8.9 on both Vocabulary and Comprehension tests and a minimum score of 7.0 Mathematics Concepts and Application; Family Care Safety Registry-Worker registration letter. Only original letter will be accepted. Letter cannot be older than six months. Register online at <http://health.mo.gov/safety/fcsr/> to obtain letter. Registration/refund/withdrawal deadline: 2/21. No refunds after that date. No class 3/14, 3/16.

AHCE:785 | \$805

4D0 TuTh 4pm-7pm
Feb. 28 – April 27

Joann Devine MS MT (ASCP)
FP - B Tower, 417



**Nurse Assistant
for Nursing Homes**

Training is held from 3/21 - 5/18. Register in person only with Continuing Education at Forest Park Student Center, 125. Class meets twice a week for 20 sessions; each four hours in length. The 104 hours of on-the-job training are completed in a nursing home and in addition to the scheduled class time. The on-the-job training hours are either an 8 hour day shift or evening shift. No weekend hours for on-the-job training. Time off from work may be required to complete on-the-job training. Strict attendance policy. Any missed class or on-the-job training time will be made up at an additional expense to the student. Upon successful completion of this state approved course the student is eligible to take the Missouri written and practical certification exams. Prerequisite: Family Care Safety Registry Worker Registration letter is required at time of registration. Only original letter will be accepted. Letter cannot be older than six months. Register online at <http://health.mo.gov/safety/fcsr/> to obtain letter. To enroll in this state approved training the student must be employable in a skilled nursing facility or intermediate care facility in direct resident care. This is assured by verification with the criminal background check, 5 Panel drug screen, Family Care Safety Registry Worker Registration, state registry for nurse assistants and EDL. Intermediate or higher proficiency in English is recommended. Required Nursing Skills Lab: Saturday, 3/25, 8 am - 4:30 pm. Registration/Refund/Withdrawal deadline: 3/14. No refunds after that date.

NURS:723 | \$1,099

4D0 TuTh 4:30pm-8:30pm
March 21 – May 18
Sa 8am-4:30pm
March 25

Alverta Smith MA BSN RN
FP - G Tower, 121

FP - C Tower, 415

The 104 hours of on-the-job training are completed in a nursing home and in addition to the scheduled class time. The on-the-job training hours are either an 8 hour day shift or evening shift.

Free Healthcare Occupations Information Session

This free session is designed to provide information to individuals interested in the noncredit healthcare occupation trainings offered at St. Louis Community College. The information session will include an overview of each noncredit healthcare occupation training and an explanation of all prerequisites. The information session is free but registration is required.

AHCE:701 | No Fee

450 W 6pm-7pm
Apr 19

FP - G Tower, 121

**Information session is free, but registration is required.
Call 314-984-7777 to register beginning January 3**



Now at Forest Park!

Register in-person only with Continuing Education at the Forest Park campus. Refund/withdrawal deadline: 2/6. No refunds after that date.

Pharmacy Technician 300 Training



In partnership with
MK Education

This hybrid/flip instructor lead course is held from February 13 through June 29, 2017. Students must have Internet connection and be competent computer and Internet users. To assess readiness to complete an online course students should read and take the online assessment SmarterMeasure found under Online Education on the college website. Course work will be completed online. Students will be required to attend scheduled workshop sessions on campus: 2/13, 2/16, 2/27, 3/9, 3/27, 4/3, 4/17, 5/1 and 5/15. The externship experience is scheduled May 16 - June 23, 2017. Students will be required to attend the final examination review on 6/26 and the final examination on 6/29. Workshops and final exam will meet 6 - 9 p.m. This training prepares the student for entry level employment as a pharmacy technician. Course work will be completed online. Students will learn about the top medications dispensed in the United States and be introduced to the basic concepts of pharmacy calculations for proper medication dispensing. Upon successful completion of the course the student is eligible to take a certification exam. Prerequisites: Student must be 18 years of age; High school diploma or a High School Equivalency Certificate; Test of Adult Basic Education (TABE) Test - Letter stating a minimum score of 8.9 on both Vocabulary and Comprehension tests and a minimum score of 7.0 Mathematics Concepts and Application. Family Care Safety Registry-Worker registration letter: Register online at <http://health.mo.gov/safety/fcsr/>. Only the original letter will be accepted. Letter cannot be older than six months. Registration/refund/withdrawal deadline: 2/6. No refunds after that date.

AHCE:786 | \$2,400

4D0 TBA 6pm-9pm

Feb. 13 - June 29

FP - G Tower, 121

Section available for students using payment plan through MK Education. Student must have approval of MK Education to register. Contact MK Education at 630-929-8602 for details.

Central Sterile Processing Technician

Register in-person only with Continuing Education at the Forest Park campus. Refund/withdrawal deadline: 4/19. No refunds after that date.



In partnership with
MK Education

Whether starting a career in Central Sterile Processing or already working in the field, this program will help you establish a foundation in:

- Central service workflow and concerns
- Basic job knowledge and skills
- Basic job responsibilities

At the end of this program, you'll be prepared to take a national certification exam as well as for entry-level employment as a Central Sterile Processing Technician.

Tier 1

This hybrid /flip instructor lead course is held from April 26 through July 12. Students must have Internet connection and be competent computer and Internet users. To assess readiness to complete an online course students should read and take the online assessment SmarterMeasure found under Online Education on the college website. Course work will be completed online. Students will be required to attend scheduled workshop sessions on campus: 4/26, 5/3, 5/10, 5/17, 5/24, 5/31, 6/7, 6/14, 6/21, 6/28, 7/5 and 7/12. Workshops will meet 6 - 9 p.m. This training prepares the student for entry level employment as a central sterile processing technician. This program will help students establish a foundation of learning in central service workflow and concerns, anatomy and physiology, medical terminology, infection prevention and control, tools for cleaning, safety and decontamination. The student must register for Central Sterile Processing Technician: Tier 2 for the externship experience. Register in person only in Continuing Education at Forest Park, Student Center, 125. Prerequisites: Student must be 18 years of age; High school diploma or a High School Equivalency Certificate; Test of Adult Basic Education (TABE) Test - Letter stating a minimum score of 8.9 on both Vocabulary and Comprehension tests and a minimum score of 7.0 Mathematics Concepts and Application. Registration/refund/withdrawal deadline: 4/19. No refunds after that date.

AHCE:788 Section 4D0 | \$1,700

4D0 W 6pm-9pm

April 26 - July 12

FP - G Tower, 121

Tier 2

Externship hours for students enrolled in the spring semester Central Sterile Processing Technician: Tier 1. Prerequisite: Family Care Safety Registry-Worker registration letter: Register online at <http://health.mo.gov/safety/fcsr/>. Only the original letter will be accepted. Letter cannot be older than six months. Registration/refund/withdrawal deadline: 7/10. No refunds after that date.

AHCE:788 Section 4D1 | \$500

4D1 M-F

July 17 - Dec. 17

FP - Off Campus

Section available for both Tier 1 and Tier 2 students using payment plan through MK Education. Student must have approval of MK Education to register. Contact MK Education at 630-929-8602 for details.

Nursing Home Administration

Offerings pending approval by the Missouri Board of Nursing Home Administrators. Sessions must be attended in their entirety to obtain certificate and clock hours.

Course Number:

AHCE:734 450

Everything You Want to Know About Funerals

Course description found on page 3.

Course Number:

AHCE:777 650

Current Trends in Diabetes Care

Course description found on page 3.

Course Number:

AHCE:758 450

Navigating F309 and F314 from the Risk Management Perspective

Course description found on page 3.

General Information

STLCC Continuing Education

Enrollment in classes within this brochure is limited to persons 16 years and older except for youth section classes and where otherwise noted.

Students Rights and Responsibilities

All students are responsible for adhering to college policies and procedures. Please refer to stlcc.edu/need2know.

Postponement/Cancellation Due to Inclement Weather

Occasionally, continuing education classes are cancelled due to inclement weather. Cancellations will be broadcast on KMOX-AM (1120) and on KMOV-TV, KSDK-TV and KTVI/Fox 2. In addition, all location closings will be posted on the college website, stlcc.edu. When St. Louis Community College cancels classes, off-campus classes are also cancelled. In addition, when a particular host school district or institution closes, the continuing education classes at that location will not meet.

Refund of Fees

Since continuing education (non-credit) classes are self-supporting, the decision to run a class is based on the number of people enrolled. The college reserves the right to cancel if sufficient enrollment is not achieved. Registrants will be notified by phone, mail or email if a class is cancelled. Full refunds will be issued for classes cancelled by the college.

If you drop a class, you will receive a 100 percent refund for most classes if the class is dropped one business day before the first meeting. A 50 percent refund will be given for most classes dropped between one business day before the first class meeting and prior to the second meeting of the class. See the course schedule for classes (such as daytrips) that require notice beyond one business day for cancellation and eligibility for a refund.

Requests of withdrawals should be submitted in writing to the Continuing Education office. Calculation of refunds will be based on the date the written request is received by the office. If you have a situation that warrants an override of the above policy, an explanation of the circumstances should be made in writing to the Continuing Education office. Refunds should be received within 30 days.

Fee Reduction for Older Adults

Older adults (those 60 years and older) may enroll in most courses for a reduced fee. **NOTE:** Those wishing to take advantage of this fee reduction must do so at the time of registration. *Class costs vary, so prior to registering, please contact the Continuing Education office or see the online class schedule for the total cost of the senior reduced rate.*

Senior Citizen Scholarship

Missouri residents who are at least sixty-five years of age will be awarded a scholarship to be exempt from maintenance fees to enroll in courses on a space available basis. There will be a non-refundable registration fee of \$5 per course to a maximum of \$25 per semester. Student is responsible for other fees, such as materials, supplies and books. At the earliest, students may enroll in the class two days prior to the first class date. Students may not receive a refund for a paid course in order to enroll for a scholarship space in that same course. PLEASE CALL THE CONTINUING EDUCATION OFFICE TO GET SPECIFICS REGARDING THE SENIOR SCHOLARSHIP. The senior scholarship discount does not apply to online classes.

Safety and Program Guidelines for Youth Classes

All children under the age of 16 who are enrolled in programs through the St. Louis Community College Office of Continuing Education must be accompanied and signed-in by a responsible party at the beginning of each program session. In addition, a responsible party must also meet the participant at the end of the session and sign them out. Appropriate behavior is expected. Students may be disenrolled for misbehavior.

Unattended Children

Students are not permitted to bring children to class, nor should children be left unattended in the halls, offices, library or common areas. The college reserves the right to protect the safety and welfare of unattended children. If students leave children unattended, the college will institute disciplinary action.

Textbooks

Textbooks can be purchased at the campus bookstores.

Library and Computer Lab Privileges

If you are registered in continuing education courses, you may enjoy library and computer lab privileges by showing your student ID. To obtain a student ID take your paid fee receipt to the Campus Life office and the personnel there will provide you with an ID.

Firearms on College Property

Except for licensed police officers, no person shall possess or carry any firearm, visible or concealed, on college property (including college buildings and grounds leased or owned by the college-college athletic fields and parking lots) or in any college van or vehicle or at college-sponsored activities. College employees, students and visitors who hold concealed carry endorsements as allowed by Missouri law may not carry or bring any firearms, visible or concealed, on college property, owned or leased or at any college activities.

***For more information call
314-984-7777.***

Class Locations



Corporate College (Corp)
3221 McKelvey Road
Bridgeton, MO 63044
314-984-7777

Florissant Valley (FV)
3400 Pershall Road
St. Louis, MO 63135
314-513-4200

Forest Park (FP)
5600 Oakland Ave.
St. Louis, MO 63110
314-644-9100

Meramec (MC)
11333 Big Bend Road
St. Louis, MO 63122
314-984-7500

Wildwood (WW)
2645 Generations Drive
Wildwood, MO 63040
636-422-2000

**South County Education
& University Center (SCEUC)**
4115 Meramec Bottom Rd.
St. Louis, MO 63129
314-984-7200

**William J. Harrison
Education Center (HEC)**
3140 Cass Avenue
St. Louis, MO 63106
314-763-6000

Individuals with speech or hearing impairments may call via Relay Missouri by dialing 711.

Registration is Easy!



Mail

Complete the registration form (below) and mail with check (*payable to St. Louis Community College*) to:
STLCC Continuing Education, 3221 McKelvey Road, Suite 250, Bridgeton, MO 63044

Students who register by mail should assume they are registered unless otherwise notified. A registration confirmation is mailed to students who register by mail; however, the confirmation may not be received prior to the beginning of the class. If you have enrollment questions, please call Continuing Education: 314-984-7777.



In Person at STLCC

Meramec, Florissant Valley, and Forest Park: M-F 8:30am-4pm

You may want to first call the Continuing Education office at 314-984-7777, to check that openings exist.



Telephone: 314-984-7777

Before calling to register, have this information ready:

- | | |
|--|--|
| Call to complete your registration by charging fees to MasterCard, Visa, Discover or American Express. | 1. Course Title / Course Code (letter prefix with number) / Section Number |
| | 2. Student Contact Info (name / address / phone number) |
| | 3. Student Social Security Number or UIN |
| | 4. Credit Card Number with Expiration Date |



Visit www.stlcc.edu/ce

where you can view current class offerings and to register for classes.

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Registration Deadline

All non-credit courses are limited in enrollment. Advanced registration is required.

Automatic Bank Payment (ACH)

All checks will be converted to an electronic Automated Clearing House (ACH) transaction whether the payment was made in person or mailed.

Mail-In

Registration form *Please print in ink.*

Please register me for the following courses:

Course Code	Section	Course Title	Day/Time	Fees
Total				

☐ Male ☐ Female

Senior Citizen?

☐ Yes ☐ No

Check Payment:

Please make checks payable to St. Louis Community College, and mail with form (address above).

Credit Card Payment:

Charge fees to:

- ☐ MasterCard
☐ VISA
☐ Discover
☐ American Express

Email Address: _____

UIN or Student#: _____ Birthdate: _____

Name: _____
LAST FIRST MIDDLE INITIAL

Address: _____
STREET OR POST OFFICE BOX

CITY STATE ZIP CODE

Telephone/Home: _____ Work: _____

CARD NUMBER Expiration Date: _____

Signature: _____

Continuing Education Spring 2017

Non-Discrimination/Accommodations Statement

St. Louis Community College is committed to non-discrimination and equal opportunities in its admissions, educational programs, activities, and employment regardless of race, color, creed, religion, sex, sexual orientation, national origin, ancestry, age, disability, genetic information, or status as a disabled or Vietnam-era veteran, and shall take action necessary to ensure non-discrimination. Sexual harassment, including sexual violence, is also prohibited. For information or concerns related to discrimination or sexual harassment, contact Patricia Henderson of Human Resources, 314-539-5214.

If you have accommodation needs, please contact Ann Marie Schreiber, 314-984-7704, at least three weeks prior to the class or event.



St. Louis Community College
Continuing Education

3221 McKelvey Road, Suite 250 • Bridgeton, MO 63044 • 314-984-7777