

HEALTH LINKAGE PROGRAM

Wallace State Community College - Hanceville

Northeast Alabama Community College is involved in a cooperative linkage program with Wallace State Community College in Hanceville. The first year of general education and prerequisite courses are completed at Northeast. After acceptance to Wallace State, students may transfer to complete coursework in their chosen field of study. The following programs are offered through this arrangement:

- Dental Assisting
- Dental Hygiene
- Diagnostic Imaging
- Diagnostic Medical Sonography
- Health Information Technology
- Human Services
- Clinical Laboratory Technician
- Occupational Therapy Assistant
- Physical Therapy Assistant
- Respiratory Care Technology
- Sports Medicine

For specific details regarding each program, students should contact the linkage coordinator, Roger Wootten, as early as possible. Students may also contact the Wallace State Linkage Coordinator, Laura Smallwood (256-352-8045) for an orientation or interview at Wallace State Community College.

In addition to this linkage program, Northeast Alabama Community College and Wallace State Community College have partnered to provide specific health education programs on the NACC campus. These programs, described below, are offered online, through video teleconferencing, and/or traditional classroom/lab settings.

Associate in Applied Science Degree in Health Information Technology

The Health Information Technician (HIT) is a skilled professional who analyzes and evaluates highly sensitive data in health records. Skills of the Health Information Technician are varied but include the following: supervising the release of health information, maintaining and utilizing information storage and retrieval systems, compiling various health statistics, editing transcribed clinical information, and supervising electronic health information management systems. Health information technicians may be employed by any facility that manages patient information, such as hospital, clinic, physician office, insurance company, or medical research center.

Health Information Technicians are also trained to become medical coding specialists. Medical coding specialists perform detailed review of medical records to identify diagnoses and operative procedures. Numeric classification codes are assigned to each diagnosis and procedure, using automated or manual methods. Principle classification systems used include the International Classification of Diseases, Ninth Revision, Clinical Modification (ICD-9-CM), and Current Procedural Training (CPT).

The Health Information Technician Program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM) (<http://cahiim.org>). Because of this CAHIIM accreditation, each graduate of the HIT Program is eligible to take the national examination to become a Registered Health Information Technician (RHIT). Technicians trained in non-CAHIIM accredited programs or trained on the job are not eligible to take the examination.

Students have the opportunity to spend many hours in a clinical setting to practice skills obtained in the class room. Students enrolled in professional practice experience (clinical) courses will be assigned hours consistent with day shift. Assignment to the professional practice experience facilities will be at the discretion of program officials, and students are required to travel to different locations for this hands-on training.

The Health Information Technology Program allows students to take general education classes at NACC and HIT classes in an online format. The professional practice experience activities must be completed on dayshift at an approved health care facility, not online. HIT students who live within 50 miles of the Wallace State campus must attend a minimum number of on-campus class/lab meetings and may have to take some exams on the Wallace State campus. Part-time students are welcomed to apply but must complete the program within three years of acceptance into the program.

For more information on the Health Information Technology program, contact:

Ms. Donna Stanley, Program Director
(256) 352-8327 or 866-350-9722, ext. 8327
donna.stanley@wallacestate.edu

Associate in Applied Science in Diagnostic Imaging

This program is designed to provide technologists for Diagnostic Imaging Departments of hospitals and clinics. Students are taught the fundamental principles underlying all phases of Radiologic Technology. Upon graduation, the student is eligible to apply to take the registry examination of the American Registry of Radiologic Technologists (651-687-4448). According to the American Registry of Radiologic Technologists, application for certification to practice as an R.T. may be denied if a person has been convicted of a felony, is guilty of a crime involving moral turpitude, and/or has displayed other grounds for denial by law.

Courses will be offered online and through video teleconferencing with labs conducted at the Wallace State campus. Participation in the performance of radiographic procedures in a clinical setting will begin during the first semester of the program. Students enrolled in clinical education will be assigned hours consistent with day shift for the majority of their training; however, assignments may also include 3-11 shifts. Assignment to clinical facilities will be at the discretion of the program officials, and students are required to travel to different locations during the clinical phase.

Graduation requirements must be met within three (3) years following entry into the program. A student who withdraws or is dismissed from the program must reapply for admission for the following year. Readmission into the program will be allowed one time only.

For more information about this program, contact:

Dr. Terrie Gammon, Program Director
(256) 352-8309
terrie.gammon@wallacestate.edu

Certificate and Associate in Applied Science in Pharmacy Technology

This program is designed to educate students to assume positions as pharmacy technicians in both institutional and retail pharmacies. Pharmacy technicians work to help licensed pharmacists prepare modifications and other health care products for patients. Technicians perform routine tasks to assist the supervising pharmacist in the preparation of prescribed medications. The program provides general education courses, lab and theory courses as well as supervised clinical practice to develop the skills required in pharmacy technician practice. Most courses will be available online but some labs will require that students travel to campus. Rotations for clinical education will require students to travel to retail and hospital pharmacies.

Accreditation of the program is being sought through the American Society of Health System Pharmacists. Certification as a Pharmacy Technician is available through the Pharmacy Technician Certification Board upon successful completion of their exam. Pharmacy Technicians are required to register with the Alabama Board of Pharmacy.

For more information, contact:

Mr. Brandon Brooks, Program Director
(256) 352-8023
brandon.brooks@wallacestate.edu

SKILLS TRAINING DIVISION

The Skills Training Division provides educational opportunities for all adults, regardless of prior educational attainment. Most of these programs do not require a high school diploma or GED. Activities include:

- Non-credit training programs that lead to workforce credentials
- Non-credit workshops and seminars for professional or personal development
- Incumbent worker training programs
- Workforce assessments, including ACT WorkKeys®
- Certification and examination services, including Microsoft and Certiport
- Non-credit online programs and courses that lead to workforce readiness

For information about any of the services provided by the Skills Training Division, contact Ms. Julie Cohen at 256-228-6001 or 638-4418, extension 214.

Short-term Non-credit Training Programs

Training programs are offered to meet current workforce needs. Since programs are dependent upon current needs, the following list of programs and requirements are subject to change and reflect requirements at the time of printing.

Dental Aide

This program is designed to provide career pathways into the dental office. It is not for college credit, will not lead to a college degree, and will not result in certification as a dental assistant. Classes are usually taught in Scottsboro.

Courses Required:

Course Number	Course Title	Clock Hours
SDC 098	Dental Aid/Assisting	72

Diversified Health Occupations

This program is designed to give graduates multiple pathways to employment in the health care field. Upon completions of the program, graduates will be eligible to take certification exams for EKG technician, phlebotomy technician, and pharmacy technician. This program does not offer college credit and will not lead to a college degree.

Courses Required:

Course Number	Course Title	Clock Hours
SDC 001	WorkKeys	8
SDA 050	Healthcare Fundamentals	80
SDC 013	Pharmacy Technician	50
SDC 036	Phlebotomy Technician	112
SCD 025	EKG Technician	50

EKG/Cardiovascular Technician

This program is designed to give graduates opportunity for entry-level employment as an EKG technician. This program does not offer college credit and will not lead to a college degree. Certification as an EKG technician is available to those who qualify.

Courses Required:

Course Number	Course Title	Clock Hours
SCD 025	EKG Technician	50

Home Health/Hospice Aide

This program is designed to give graduates opportunity for entry-level employment as a nursing assistant/home health aide. This program does not offer college credit and will not lead to a college degree. Certification as a nursing assistant is available to those who qualify. Additional training in home health care will be provided as part of this program.

Courses Required:

Course Number	Course Title	Clock Hours
SDC 001	WorkKeys	9
SDC 051	Nursing Assistant	90
SDC 065	Home Health Aide	50

Nursing Assistant

This program is designed to give graduates opportunity for entry-level employment as a nursing assistant/home health aide. This program does not offer college credit and will not lead to a college degree. Certification as a nursing assistant is available to those who qualify. Additional training in home health care will be provided as part of this program.

Courses Required:

Course Number	Course Title	Clock Hours
SDC 001	WorkKeys	8
SDC 051	Nursing Assistant	90

Patient Care Technician

This program is designed to give graduates multiple pathways to employment in the health care field. Upon completions of the program, graduates will be eligible to take certification exams for nursing assistant, EKG technician, and phlebotomy technician. This program does not offer college credit and will not lead to a college degree.

Courses Required:

Course Number	Course Title	Clock Hours
SDC 001	WorkKeys	8
SDA 050	Healthcare Fundamentals	80
SDC 051	Nursing Assistant	90
SDC 036	Phlebotomy Technician	112
SCD 025	EKG Technician	50

Pharmacy Technician

This program is designed to give graduates pathways to employment as a pharmacy technician. Successful completers of this program will be eligible to take the national certification exam for pharmacy technicians. This program does not offer college credit and will not lead to a college degree.

Courses Required:

Course Number	Course Title	Clock Hours
SDA 013	Pharmacy Technician	50

Phlebotomy Technician

This program is designed to give graduates pathways to employment as a phlebotomy technician. Successful completers of this program will be eligible to take the national certification exam for phlebotomy technicians. This program does not offer college credit and will not lead to a college degree.

Courses Required:

Course Number	Course Title	Clock Hours
SDA 036	Phlebotomy Technician	112

For more information about any non-credit short-term training programs, contact Ms. Julie Cohen at 256-228-6001, extension 214 or 256-638-4418, extension 214. Upcoming class schedules and cost estimates are available on the web at www.nacc.edu/workforce. Click on “Programs”.

Workshops and Seminars

A variety of workshops and seminars for both personal and professional development are offered throughout the year. For a schedule of upcoming classes, visit www.nacc.edu/workforce. Click on “Workforce Training”.

Industry Training (Incumbent Worker Training)

Northeast Alabama Community College offers training services to area business and industry. Training can be offered on site or on campus in a variety of areas. Additionally, an Alabama Technology Network (ATN) Center is located on campus, providing a vast array of training and consulting services to business and industry. For more information about industry training or the Alabama Technology Network, contact Mr. Ronny Kisor, ATN Director, at 256-228-6001 or 256-638-4418, extension 358.

ACT WorkKeys® Assessment and Development Center

WorkKeys® assessments give students and workers reliable, relevant information about their workplace skill levels. Combined with information about skill levels required for jobs, assessments information can help users make better career and educational decisions. For more information about the WorkKeys® Assessment and Development Center, contact Mrs. Nancy Griggs at 256-228-6001 or 256-638-4418, extension 217.

Certification Services

Northeast Alabama Community College offers a certification center where interested persons may take certification examinations for a variety of areas, including Microsoft Office Specialist, Internet and Computing Core Certification (IC3), and Electronics Technicians Association, International (ETA-I). For more information or to schedule an exam, contact Ms. Julie Cohen at 256-228-6001 or 638-4418, extension 214 or visit www.nacc.edu.

Non-credit Online Programs

Through a partnership with Gatlin Education Services, Northeast Alabama Community College offers a variety of online training programs intended to provide students with skills necessary to obtain an entry-level position in, or advance their knowledge of:

Healthcare

- Administrative Dental Assistant
- Administrative Medical Specialist
- Advanced Coding for the Physician’s Office
- Advanced Hospital Coding and CCS Prep
- Certified National Pharmaceutical Representative
- Coding, Reimbursement and Documentation for Physicians
- HIPAA Compliance
- Human Resources for Healthcare Professionals
- ICD-10 Medical Coding: Preparation & Instruction for Implementation
- Medical Transcription
- Pharmacy Technician
- Revenue Cycle Management for Healthcare Providers
- Veterinary Assistant

Business

Administrative Professional with MOS
 Bookkeeping the Easy Way
 Business Marketing Design
 Certified Bookkeeper
 Certified Business Manager
 Certified Financial Planner
 Certified Global Business Professional
 Corporate Governance and Ethics
 eBusiness
 Global English
 Lean Mastery
 MBA Prep
 Microsoft Office Specialist
 Paralegal
 Payroll Practice and Management
 Project Management
 Records Management
 Seven Steps to Leading High Achieving Teams
 Six Sigma Black Belt
 Six Sigma Green Belt
 Travel Agent Training

Construction Technology

Home Inspection
 HVAC Technician Certificate
 Modern Automotive Service Technician

Networking and CompTIA Certification Training

A+ Certification Training
 Cisco™ CCNA® Certification Training
 Linux+LPI Level One Certification Training
 Network+/Server+ Certification Training
 Security+ Certification Training

Microsoft Certification Training

Microsoft Certified Database Administrator (MCDBA)
 Microsoft Certified System Administrator 2003 (MCSA)
 Microsoft Certified System Administrator Plus 2003 (MCSA+)
 Microsoft Certified System Engineer 2003 (MCSE)

Internet, Design, and Technical

AutoCAD 2005
 Digital Arts Certificate
 Forensic Computer Examiner
 Graphic Design
 Help Desk Specialist
 Multimedia Design Certificate
 Web Database
 Developer Webmaster

Video Game Design and Development

3ds max
 Video Game Design and Development

These classes are taught online, are not for college credit, and will not lead to a degree. They are not eligible for Federal Pell Grant or Workforce Investment Act funds. For more information or to register, contact Ms. Julie Cohen at 256-228-6001 or 638-4418, extension 214.

ALABAMA TECHNOLOGY NETWORK CENTER

The Alabama Technology Network (ATN) of the Alabama College System links two-year colleges, the University of Alabama System, Auburn University and the Economic Development Partnership of Alabama to solve the needs of manufacturing and service industries. The ATN center at NACC develops services to meet local and state needs, providing innovative and cost-effective solutions to enable Alabama's existing industry to be globally competitive. The network is Alabama's affiliate of the National Institute of Standards and Technology's Manufacturing Extension Partnership, which provides hands-on assistance and training to small to mid-size manufacturers.

Since 1996, the Alabama Technology Network has been providing hands-on assistance and training to help address challenges and improve profitability of organizations in Alabama. Our experienced staff members provide insight, expertise, and holistic solutions that will improve business today and for the future. ATN helps organizations streamline operations, improve team performance, implement quality systems based on the voice of customers, plan strategies for future growth, and implement the latest in environmental and information technology.

The ATN center at NACC was established in October, 2005. For more information on the Alabama Technology Network at NACC visit the ATN web-site at <http://www.atn.org> or call the ATN office at 256.638.8968.

ADULT EDUCATION

Adult Education operates under the Alabama Department of Postsecondary Education and through a consortium of public school systems and community colleges in DeKalb, Jackson, and Marshall Counties. It provides academic instruction from very basic skills up to the college level. Areas of instruction include reading, writing, and speaking English, math, social studies, science, and GED and college preparation. Instruction is grouped into two general areas: Basic Academic Improvement (including GED and college prep), and English as a Second Language (ESL). Classes are usually scheduled separately and are free and open to anyone 16 years of age and older not enrolled in a K-12 school. Instructional materials are provided to enrollees, and many classes are equipped with computers using the latest software. In some cases, the Program partners with area industries to provide classes for their employees. Whether held on-site or in public locations, participants have the opportunity to improve work-specific skills in addition to general academic improvement. Please contact us if you wish to enroll or perhaps volunteer your time to help others. For more specific information or class locations and times, please contact our office at 638-2957 or 228-0021, visit our web site at <http://www.geocities.com/naaep> or email us at whiter@nacc.edu.