



SCHOOL OF CAREER EDUCATION: INDIO Spring 2014: Tentative Course Offerings*

- » Orientation and Testing are Free
- » No Obligation to Enroll
- » Call Today for an Appointment: (760) 863-3333

School of Career Education
Indio
Admissions Office
Indio Regional
Learning Center
44-801 Golf Center Parkway
Indio, CA 92201
(760) 863-3333
Connected2WorldOfWork.com

For additional program details and enrollment information, contact our Admissions Office.

*Programs, schedules, and fees are subject to change without notice.

Riverside County Office of Education's School of Career Education (SCE) adult programs are offered on a first-come, first-served basis. To be eligible to enroll, adults are required to provide proof of a high school diploma or GED certificate, and pass a basic-skills assessment (unless otherwise noted). Adults must also attend an orientation session with the Admissions Technician prior to enrolling in a class. Contact the Admissions Office for an appointment.

HEALTH CAREER PROGRAMS

ACUTE CARE FOR NURSING* \$750 - PAYMENT ARRANGEMENT AVAILABLE

February 17, 2014 - May 7, 2014

8:00 a.m. - 12:00 p.m., Monday, Tuesday, Thursday

9:00 a.m. - 12:00 p.m., Wednesday

This course allows students to perform CNA skills and duties in the acute care (hospital) setting. The course includes instruction in communication skills, patient observation and reporting, and reinforcement of Certified Nurse Assisting procedures. The course includes an additional emphasis on the specialized acute care areas of medical/surgical, pediatrics, labor and delivery, nursery, mother/baby care, rehabilitation orthopedics, and cardiac/telemetry.

*Must hold a current California CNA or LVN license to enroll. Proof of diploma/GED and assessment NOT required.

HOME HEALTH AIDE* \$300

May 10, 2014 - June 13, 2014

8:00 a.m. - 12:00 p.m., Monday, Tuesday, Thursday

9:00 a.m. - 12:00 p.m., Wednesday

This course prepares students for employment in the home or hospice care setting as a Certified Home Health Aide (CHHA). Emphasis is on providing basic nursing care safely, efficiently and economically. Students learn to work in various home situations, and plan and implement nursing care based on the needs of the client. Students will become knowledgeable of illnesses and disabilities as related to the life cycle. *Must hold a current California CNA or LVN license to enroll. Proof of diploma/GED and assessment NOT required.

NURSE ASSISTANT* \$1900 - PAYMENT ARRANGEMENT AVAILABLE

February 4, 2014 - June 19, 2014

8:00 a.m. - 5:00 p.m., Tuesday

8:00 a.m. - 4:00 p.m., Thursday

This course prepares students to take the state competency exam for Certified Nurse Assistant (CNA). With an emphasis on caring for geriatric patients in a skilled nursing facility, students will learn personal patient care skills such as feeding, dressing and grooming. Students will learn to observe, measure and record patient vital signs as well as patient intake and output. *Social Security card required. Student must pass a criminal clearance background check.



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OTHER PROGRAMS

INSURANCE SERVICES INTERNSHIP \$1000 - PAYMENT ARRANGEMENT AVAILABLE

February 3, 2014 - June 18, 2014

9:00 a.m. - 12:00 p.m., Monday - Friday

This course is designed for individuals interested in business and finance, with an emphasis on the insurance industry. It prepares students for entry-level positions such as Insurance Claims Clerk or Insurance Policy Processing Clerk, and also includes instruction that can lead to the long-term goal of becoming a Licensed Insurance Sales Agent. Students will learn about various insurance products including property and casualty, health, disability, long-term care, and life insurance. Additional instructional units will include state and federal regulations, the role insurance plays in managing risks, legal principles of insurance, ethics and social responsibilities, and the benefits of a career in the insurance industry. To follow the career path to Licensed Insurance Sales Agent, employer sponsorship is required to take the licensing exams.

CALIFORNIA DENTAL BOARD APPROVED RDA CONTINUING EDUCATION CLASSES

RDA Exam Information / www.dbc.ca.gov

CLASS TITLE*	CLASS FEE	CLASS DATES - 2014	CLASS TIME
EIGHT-HOUR INFECTION CONTROL	\$250	Saturday, March 1	9:00 a.m. - 5:00 p.m.
CORONAL POLISHING* *Students provide their own patients; specific patient eligibility criteria apply. Details will be provided at the time of registration.	\$300	Saturday, March 8 Sunday, March 9 Saturday, March 15	9:00 a.m. - 5:00 p.m.
PIT & FISSURE SEALANT* *Students provide their own patients; specific patient eligibility criteria apply. Details will be provided at the time of registration.	\$300	Monday, March 24 Tuesday, March 25 Wednesday, March 26 Thursday, March 27	5:30 p.m. - 9:30 p.m.
ULTRASONIC SCALING	\$250	Tuesday, April 8 Thursday, April 10	5:30 p.m.-8:30 p.m. Tuesday 5:30 p.m.-6:30 p.m. Thursday
LICENSURE PREP COURSE RDA WRITTEN REVIEW	\$300	Saturday, April 12	9:00 a.m.-5:00 p.m.
LICENSURE PREP COURSE RDA PRACTICAL REVIEW	\$275	Saturday, April 19	9:00 a.m.-5:00 p.m.