Health Sciences

Students must understand and meet all requirements and/or standards imposed by recognized professional societies and all contract requirements imposed on College students by the institution or agency where the clinical practice is to occur. For details, visit www.montgomerycollege.edu/wdce/healthsciencesinstitute.html
Health Care Courses

Certified Medicine Aide (CMA)

Reading and Math Assessment Test must be taken by 9/27/18.
To take test go to
Montgomery College, Takoma Park/Silver Spring Campus
Health Science Center Room 126
Mon.-Fri. from 9 a.m.-4 p.m.
If you have any questions, call
240-567-5507 or 240-567-5508

Medicine Aide (CMA) Classroom ▲
This is part one of a two-part course that trains licensed, certified geriatric nursing assistants to become certified to administer medications to nursing home clients. You must pass a written final exam with a grade of 80 percent or higher in order to continue to the clinical portion of the class. Prerequisites: Attending the CMA Orientation Session and scoring at least 80% or higher on both the mandatory reading and math tests. You must present upon arrival on the first day of class a current CNA and GNA license and recommendation letter from your current employer stating employment as a GNA of 12+ months or equivalent time in a long-term care facility. TWA

Course: AHT037 45 Hours
$520 + $214 fee = $734; NMR add $350

Takoma Park/Silver Spring Campus
CRN#: 24787 8 Sessions R,S
10/4-10/27 5:15-9:45 p.m.(R)
7 a.m.-2:30 p.m.(S)

Medicine Aide (CMA) Clinical ▲
This is part two of the Medicine Aide course, which gives you clinical experience performing supervised medication passes. Prerequisite: You must pass a written final exam with a grade of 80 percent or higher for Medicine Aide Classroom. TWA

Course: AHT226 47 Hours
$760 + $168 fee = $928; NMR add $400

Asbury Methodist Village
CRN#: 24795 8 Sessions R,S
11/3-12/6 7 a.m.-3 p.m.(S - 11/3-12/1)
5:15-9:45 p.m.(R - 11/8-12/6)
No class 11/22, 11/24

Medicine Aide Update
Find out about new medications, procedures, and protocols, and get the training needed to satisfy recertification requirements for medicine aides. Prerequisite: Applicants must present a current Medicine Aide certificate and Geriatric Nursing Assistant license upon arrival at the class. Students may only register 90 days before their certification expires or within 30 days after expiration of their certificate. Please check your expiration date before registering for this course. TWA

Course: AHT145 9 Hours
$110 + $50 fee = $160; NMR add $120

Asbury Methodist Village
CRN#: 24791 1 Session S
9/8 8 a.m.-5:45 p.m.
CRN#: 24789 1 Session S
11/3 8 a.m.-5:45 p.m.

Germantown Campus
CRN#: 24790 1 Session S
10/6 8 a.m.-5:45 p.m.
CRN#: 24788 1 Session S
12/8 8 a.m.-5:45 p.m.

Clinical Medical Assistant

Clinical Medical Assistant Program ▲
This program is intended for students who want to prepare for an exciting, challenging, and rewarding career in healthcare. This program will train you to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy, and the cardiac life cycle. You will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, professional workplace behavior, ethics, and the legal aspects of healthcare. This program includes 96 hours of classroom lecture and hands-on labs and a clinical externship opportunity (Course# HHS126) at a local healthcare provider. To be eligible for the clinical rotation, you must successfully complete the 96-hour course, submit to a thorough background check and drug screening, and meet other requirements. Note: Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. This course is VA-approved for GI Bill benefits. TWA

Course: HHS112 96 Hours
$1,680 + $600 fee = $2,280; NMR add $1,050

Rockville Campus
CRN#: 25184 24 Sessions T,R
9/11-12/6 9 a.m.-1 p.m.
Must be taken with HHS126 at Rockville
No class 11/20, 11/22

Takoma Park/Silver Spring Campus
CRN#: 25183 24 Sessions M,W
9/10-12/5 5-9 p.m.
Must be taken with HHS126 at Takoma Park
No class 11/19, 11/21
Clinical Medical Assistant—Labs and Clinical Externship ▲
This 90-hour course serves as the required lab (40 hours) and clinical externship (50 hours) part of the Clinical Medical Assistant Program. Focus will be on the clinical responsibilities of the medical office; assisting the physician with patient contact and related care; preparing patients for examination and treatment; routine laboratory procedures and diagnostic testing; HIPAA and patient confidentiality; the legal aspects of healthcare and related regulatory issues; recording and taking vital signs, blood pressure, and other patient care items related to the physician’s office visit; review and administration of medications, allergies, and other pharmacology related items; laboratory procedures; phlebotomy and the proper techniques to collect specimens for laboratory analysis; and cardiology and the proper placement of leads when taking a 12 lead EKG.

To be eligible for this course, you must be enrolled in and/or have successfully completed the 96-hour classroom course, submit to a thorough background check and drug screening, and meet other requirements. Upon successful completion of both courses, you would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. TWA

Course: HHS126  90 Hours
$830 + $350 fee = $1,180; NMR add $650
Rockville Campus
CRN#: 25186  11 Sessions  M
9/17-11/26  9 a.m.-1 p.m.
Must be taken with HHS112 at Rockville
No class 11/19
CRN#: 25187  10 Sessions  W
9/20-11/29  9 a.m.-1 p.m.
Must be taken with the HHS112 at Rockville
No class 11/22
Takoma Park/Silver Spring Campus
CRN#: 25188  10 Sessions  T
9/11-11/13  5-9 p.m.
Must be taken with HHS112 at Takoma Park
CRN#: 25189  10 Sessions  R
9/13-11/15  5-9 p.m.
Must be taken with HHS112 at Takoma Park

Dialysis Technician Program ▲
Gain the knowledge and skills needed to work as a dialysis technician. Under the supervision of physicians and registered nurses, dialysis technicians operate kidney dialysis machines, prepare dialyzer reprocessing and delivery systems, and maintain and repair equipment. Technicians work with patients during dialysis procedures, monitor and record vital signs, and administer local anesthetics and drugs as needed. They also assess patients for any complications that occur during the procedure and must be ready to take necessary emergency measures like administering oxygen or performing basic CPR. Note: This program does not include a national or state certification as part of its overall objectives. Additionally there is no student internship or clinical rotation offered as part of this program. TWA

Course: HHS064  50 Hours
$1,230 + $800 fee = $2,030; NMR add $1,050
Takoma Park/Silver Spring Campus
CRN#: 25178  20 Sessions  T,R
9/18-11/29  6-8:30 p.m.
No class 11/20, 11/22

EKG Technician ▲
Prepare to take the Electrocardiograph (EKG) Technician exam offered by the American Society of Phlebotomy Technicians (ASPT). EKG technicians work in physician offices, hospitals, clinics, and other health care facilities, and are responsible for performing electrocardiogram tests to monitor and record electrical impulses transmitted by the heart. This course includes background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, and legal aspects of patient contact. Learn the function and proper use of the EKG machine and the Holter Monitor, and demonstrate lead placement for a 12-lead electrocardiogram. Compare normal and abnormal EKG printed readings and measure various “peaks and troughs.” TWA

Course: HHS051  50 Hours
$1,330 + $650 fee = $1,980; NMR add $800
Takoma Park/Silver Spring Campus
CRN#: 25177  20 Sessions  T,R
9/18-11/29  6:30-9 p.m.
No class 11/20, 11/22

If any class is cancelled due to inclement weather, there will be a make up session added.
Healthcare Access and Registration Professional Program

This comprehensive program will prepare students to handle patient encounters, patient customer service, and other areas related to intake and the coordination of a patient’s healthcare experience. This program covers important background information on the healthcare profession including interpersonal skills, patient confidentiality, medical ethics and law, medical terminology, basics of insurance billing and coding, telephone techniques, scheduling appointments, and medical records management. Additional key program topics include customer service, referral/transfer services, resource scheduling, patient check-in, admission, registration, revenue cycle and information systems, statistical reporting, customer satisfaction and retention, leadership and management, and other relevant topics. Students who complete this program will be eligible to sit for the National Association of Healthcare Access Management (NAHAM) Certified Healthcare Access Manager (CHAM), or the Certified Healthcare Access Associate (CHAA) national certification exams, depending upon your professional experience level and other factors. TWA

Course: HHS108  90 Hours
$1,580 + $675 fee = $2,255; NMR add $1,050

Rockville Campus
CRN#: 25182  20 Sessions  T,R
9/11-11/15  5-9:30 p.m.

Oral Communication in the Healthcare Setting

This continuing education course is designed for those interested or preparing to work in the healthcare industry and provides proper communication, phrasing and clear speech while communicating with patients, visitors and coworkers. Topics include: practicing proper pronunciation, phrasing, and clear speech in the healthcare setting; practice basic principles of communication techniques to include vocabulary, telephone communication skills; conversation engagement with patients; and team members using oral reading of dialogue, role playing, etc. geared toward enhancing the students’ understanding of and comfort with proper English usage in American healthcare situations. TWA

Course: AHT239  36 Hours
$445 + $70 fee = $515; NMR add $250

Takoma Park/Silver Spring Campus
CRN#: 24797  18 Sessions  M,W
10/3-12/3  4:30-6:30 p.m.

Pharmacy Technician Certification

This comprehensive 72-hour course will prepare students to enter the pharmacy field and take the Pharmacy Technician Certification Board’s PTCB exam. A GED or High School diploma is required to sit for the PTCB exam. Technicians work in hospitals, home infusion pharmacies, community pharmacies, and other health care settings—working under the supervision of a registered pharmacist. Course content includes medical terminology specific to the pharmacy, reading and interpreting prescriptions, and defining drugs by generic and brand names. Students will learn dosage calculations, I.V. flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control, and billing and reimbursement. Students successfully completing this course will receive pre-paid vouchers to take the PTCB exams. These vouchers are valid for 90 days past the date of the last class. Exams must be taken during that time. TWA

Course: HHS105  72 Hours
$1,380 + $650 fee = $2,030; NMR add $1,050

Gaithersburg Business Training Center
CRN#: 25179  24 Sessions  M,W
9/17-12/12  6-9 p.m.
No class 11/19, 11/21

Takoma Park/Silver Spring Campus
CRN#: 25175  20 Sessions  M,W
9/24-12/5  5-9:30 p.m.
No class 11/24

If any class is cancelled due to inclement weather, there will be a make up session added.

Phlebotomy Technician

Classroom work includes medical terminology, anatomy and physiology review, blood collection procedures, specimen collection practice, and specimen processing and handling. Laboratory operations are reviewed including safety, quality control, universal precautions, routine laboratory tests, confidentiality, and ethics. This class must be taken with Phlebotomy Technician Clinical (HHS115). TWA

Course: HHS034  90 Hours
$1,580 + $600 fee = $2,180; NMR add $1,050

Rockville Campus
CRN#: 25584  20 Sessions  M,W
9/17-11/28  5-9:30 p.m.
No class 11/19, 11/21

Takoma Park/Silver Spring Campus
CRN#: 25175  20 Sessions  M,W
9/24-12/5  5-9:30 p.m.
No class 11/19, 11/21
Phlebotomy Technician—Clinical Internship
This class includes a 40-hour clinical opportunity at a local healthcare provider. In addition to other requirements, to be eligible for this Phlebotomy Technician Clinical Internship class, you must have completed or currently be enrolled in Montgomery College’s 90-hour Phlebotomy Technician Program. Additionally, you must submit to a thorough background check and meet other requirements. These costs are not included in the tuition and fees for this class. Special requirements include Hepatitis B immunization, negative tuberculosis test, and blood test to check immunity statutes: Varicella Zoster IgG Ab; Rubella IgG; Rubeola IgGAb; and Mumps IgG Ab. Information concerning these requirements will be provided the first night of class. This class must be taken with Phlebotomy Technician (HHS034). TWA

Course: HHS115 40 Hours
$210 + $125 fee = $335; NMR add $160

Holy Cross Hospital Silver Spring
CRN#: 25585 1 Session
9/17-11/28 This is for HHS034 Rockville

CRN#: 25185 1 Session
9/24-12/5 This is for HHS034 Takoma Park

Physical Therapy and Occupational Therapy Aide Training ▲
This course prepares you to work under the direction of a registered physical therapist in a physical therapy setting performing supportive activities, such as routine therapeutic treatments by physical or mechanical methods. The course includes medical terminology, legal, and ethical aspects of physical therapy including OSHA and HIPAA, oral and written communication in a healthcare setting, customer service, anatomy and physiology focusing on the musculoskeletal system, assisting with treatment procedures, and review of common medical conditions particular to physical therapy. TWA

Course: HHS041 50 Hours
$1,350 + $650 fee = $2,000; NMR add $1,050

Takoma Park/Silver Spring Campus
CRN#: 25176 10 Sessions S
9/15-11/17 8:30 a.m.-2:30 p.m.

Nursing Related Courses
Hospital-Based Certified Nursing Assistant Classroom and Laboratory ▲
This course is designed for students who are interested in becoming a certified nursing assistant in the acute hospital setting. Through lecture, discussion, and hands-on practice, you will learn basic nursing skills such as taking vital signs, assuring patient safety, and caring for patients with a variety of diseases. You must pass this class with an average of 80% in order to advance to the hospital-based clinical class. Pre-requisites: Attending the CNA Orientation session; scoring 80% or higher on both the mandatory reading and math tests; and passing a basic computer competency skill. You will be required to have a criminal background check, obtain a CPR Health Provider certification and up to date immunizations (MMR, Varicella, Hep B, TDap, Influenza) and TB skin test or chest x-ray before the midterm exam. TWA

Course: NUR070 88 Hours
$840 + $270 fee = $1,110; NMR add $650

Takoma Park/Silver Spring Campus
CRN#: 25296 22 Sessions T,R,U
9/18-11/6 5:30-9:45 p.m.(T,R)
12:30-4:45 p.m.(U)

First class on 9/18 will meet in room 345HC of the Health Sciences Bldg. You must wear your uniforms.

Hospital-Based Certified Nursing Assistant (CNA) Clinical ▲
This course is designed for students who have successfully completed the Hospital-Based Certified Nursing Assistant Classroom. You will apply basic nursing skills learned in the classroom and laboratory practice on patients in the acute hospital setting. Basic computer skills are necessary in this environment along with teamwork and communication skills with team members. After successful completion of the classroom and clinical sections, you will receive a certificate of completion from Montgomery College and be eligible to apply for Certified Nursing Assistant certification through the Maryland Board of Nursing. TWA

Course: NUR071 60 Hours
$770 + $150 fee = $920; NMR add $400

Shady Grove Hospital
CRN#: 25297 12 Sessions T,R,U
11/8-12/9 5:30-9:45 p.m.(T,R)
7:30 a.m.-4:30 p.m.(U)

Last class on 12/9 meets 7:30-11:45 a.m.
No class 11/22, 11/25
Math and Reading Review for Potential Nursing Assistant Students—Basic

This course is designed for students who are preparing to enter the Nursing Assistant program who need to pass the basic math and reading tests administered during the Nursing Assistant Orientation. The content provides a review of basic reading and math skills with review, student interaction on the white board, and group work. Topics for math will include how to set-up and solve addition, subtraction, multiplication, division, and converting fractions to decimals. Topics for reading will include review and summarizing skills. A battery of practice and time-management tests will be administered to familiarize students with the format of the exams. TWA

Course: AHT237  
8 Hours

$50 + $15 fee = $65; NMR add $50

Takoma Park/Silver Spring Campus

CRN#: 24796  
2 Sessions  
T,R
12/4-12/6  
9 a.m.-1:15 p.m.

Train the Trainer: Preparing CNAs for Success

This course is designed to meet the Maryland Board of Nursing faculty requirements for teaching in CNA programs. This program for RNs combines classroom learning, instructional technology, and a learning lab where you will demonstrate competency in applying knowledge of the principles of adult learning and methods of instruction. This class is for students who have at least two years’ experience (one in long-term care) and a desire to instruct in an approved CNA program. TWA

Course: NUR065  
24 Hours

$280 + $80 fee = $360; NMR add $160

Takoma Park/Silver Spring Campus

CRN#: 25294  
6 Sessions  
M,W,S
11/26-12/8  
5-9:15 p.m.(M,W)  
9 a.m.-1:15 p.m.(S)

CPR and First Aid

Basic Cardiac Life Support for Healthcare Providers

This course teaches basic life support (BLS) to healthcare professionals and rescue personnel. You will learn adult, infant, and child cardiopulmonary resuscitation (CPR) with the use of the automated external defibrillator (AED), training in rescue breathing with barrier devices and the use of bag-masks, as well as foreign-body airway management. You will receive a American Heart Association BLS Healthcare Provider card that is valid for two years after successfully completing the written exam and skills tests. You must attend the entire session to receive a card. This course is primarily for those working in the health-care field (nurses, EMTs, respiratory, physical & occupational therapists, medical/nursing students, and other allied health personnel). The course cost includes textbook, BLS for Healthcare Providers Student Manual, which will be given out in first class. Note: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment. Half hour lunch break included in class time. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR007  
6 Hours

$62 + $40 fee = $102; NMR add $120

Gaithersburg Business Training Center

CRN#: 24990  
1 Session  
S
10/13  
9 a.m.-3:30 p.m.

Rockville Campus

CRN#: 24989  
1 Session  
S
11/17  
9 a.m.-3:30 p.m.

Takoma Park/Silver Spring Campus

CRN#: 24991  
1 Session  
S
9/15  
9 a.m.-3:30 p.m.

CRN#: 24988  
1 Session  
S
12/1  
9 a.m.-3:30 p.m.

CRN#: 24987  
1 Session  
S
12/15  
9 a.m.-3:30 p.m.

CPR, AED & Basic First Aid Course

This class is designed for individuals who do not work in healthcare but who desire, or are required, to have CPR, AED, and first aid knowledge and skills in order to respond to medical emergencies (e.g., camp directors and counselors, emergency response teams in business and industry, school bus drivers, adult residential personnel, child care workers, teachers, parents, and babysitters). Students will receive an American Safety and Health Institute (ASHI) course completion card that is valid for two years after successfully completing the written exam and skills test. Students must attend the entire session to receive a card. NOTE: Students must be aware that classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment. Wear comfortable clothes and bring a towel or blanket for CPR practice. TWA

Course: CPR090  
6 Hours

$62 + $40 fee = $102; NMR add $120

Rockville Campus

CRN#: 24992  
1 Session  
S
10/27  
9 a.m.-3:30 p.m.

CPR and First Aid Courses

Please note, classes may run longer than the posted times due to class size and/or other factors outside of the instructor’s control. Courses may be cancelled due to insufficient enrollment.
Certified Nursing Assistant / Geriatric Assistant Program

To register for CNA courses you MUST ATTEND the FREE orientation session which includes the FREE mandatory reading and math test that you must pass to register.

All payments for CNA Classroom and CNA Clinical and additional fees are due at time of registration. Seats for the Classroom and Clinical are limited.

You must be at least 18 years old and have a Social Security Number or Tax Identification Number for the Maryland Board of Nursing licensing process upon successful completion, as well as a Social Security Number for nursing homes that require criminal background checks prior to being on their premises for educational purposes.

Additional Fees:
There will be additional fees for TB test, CPR training, CNA application, GNA application, fingerprinting, and uniforms. These costs will be discussed at orientation.

Below are the schedules for the classroom portion and the clinical portion of the CNA.

Mandatory orientation session is at the Takoma Park/Silver Spring Campus Health Sciences Center on August 14 from 5-8 p.m. in room HC122 or August 28 from 10 a.m.-1 p.m. in room HC 126 Students must show identification.

Certified Nursing Assistant Classroom (CNA) ▲ Course: AHT028 88 Hours
Through lecture, discussion, and hands-on practice you will learn basic nursing skills such as taking vital signs, assuring patient safety, and caring for patients with a variety of diseases and related disorders. After successful completion of the classroom and clinical portions, you will receive an attendance award from Montgomery College. You may then apply to take the Geriatric Nursing Assistant Licensing examination. Prerequisites: Attending the CNA Orientation Session and scoring an 80% or higher on both the mandatory reading and math tests. A criminal background check may be required; obtain a CPR Healthcare Provider certification before the start of the midterm exam; a negative TB skin test (PPD) or chest x-ray may be required before class starts. TWA.

$840 + $270 fee = $1,110; NMR add $650

Certified Nursing Assistant Clinical (CNA) ▲ Course: AHT223 60 Hours
This course is only for students who have successfully completed Certified Nursing Assistant—Classroom (AHT028). TWA
$770 + $150 fee = $920; NMR add $400

The corresponding classroom and clinical MUST be taken together, no substitutions.

CNA Classroom at Germantown Campus/Asbury Methodist
CRN#: 24784 22 Sessions  T,R,F  9/11-11/1  5-9:15 p.m.
Friday classes to be held at Asbury Methodist Village.

CNA Clinical at Asbury Methodist Village
CRN#: 24792 11 Sessions  T,R,S  11/3-12/1  5-9:15 p.m. (T,R); 7 a.m.-4 p.m. (S)  No class 11/22, 11/24

CNA Classroom at Takoma Park/Silver Spring Campus
CRN#: 24785 22 Sessions  M,W,F  9/17-11/5  5-9:15 p.m.

CNA Clinical at Arcola Health and Rehabilitation Center
CRN#: 24793 12 Sessions  M,W,F  11/7-12/5  5-9:15 p.m. (M,W); 7 a.m.-4 p.m. (F)  No class 11/23

CNA Classroom at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 24786 13 Sessions  M,W,R  9/24-10/22  8 a.m.-3:30 p.m. (9/24-10/18) Last class on 10/22 meets 8 a.m.-12:15 p.m.
You MUST wear your uniforms.

CNA Clinical at Brooke Grove Rehabilitation/Nursing Facility
CRN#: 24794 9 Sessions  M,W,R  10/24-11/12 8 a.m.-3:30 p.m. Last class on 11/12 meets 8 a.m.-12:15 p.m.
You MUST wear your uniforms.

The Maryland Board of Nursing requires that all classroom and clinical hours are completed. If any class is canceled due to inclement weather, there will be a make up session added.
Nursing Health Career Training Advancement

Online NCLEX RN Review ▲
This online course is designed for nurses who have completed an RN program of study and who require preparation in order to sit for the NCLEX RN licensure examination. Topics will include an overview of anatomy and physiology, test taking strategies, and critical thinking. NCLEX questions will be practiced with rationales and explanations. TWA
Course: NUR073  100 Hours
$880 + $312 fee = $1,192; NMR add $650
Distance Learning
CRN#: 25298  10/2-12/3

Nursing Refresher

Mandatory Orientation Session for Nurse Refresher (Blended)
August 22 • 5:15–7:15 p.m.
Montgomery College, Takoma Park/Silver Spring Campus
Health Science Center Room 121
You must enroll in all 3 courses: Classroom, Lab, and Clinical.
The Maryland Board of Nursing requires that all 100 hours of classroom, all 8 hours of labs, and all 60 hours of clinics must be completed.
If inclement weather occurs, make-up hours will be added.

Nurse Refresher Classroom ▲
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. Nursing experts will present topics to review systems anatomy and physiology, major disease pathology, current treatment strategies and legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, and end-of-life issues. You must register for Nursing Lab (NUR023) and Nursing Clinical (NUR007). Attendance is required for the on-Campus lab which will be taught at Montgomery College and clinical will be taught off-Campus. TWA
Course: NUR057  100 Hours
$1,235 + $235 fee = $1,470; NMR add $650
Takoma Park/Silver Spring Campus
Distance Learning
CRN#: 25291  10/27
Montgomery College, Nursing Lab
Health Science Center Room 121
You must enroll in this lab if taking NUR069 or NUR057. TWA
CRN#: 25292  11/6-11/8
Takoma Park/Silver Spring Campus
CRN#: 25293  9/24-11/5
Distance Learning
CRN#: 25294  5-9:15 p.m.
Takoma Park/Silver Spring Campus
CRN#: 25295  8 a.m.-5 p.m.

Nurse Refresher Course—Online ▲
This course is designed for RNs and LPNs who desire to maintain or re-establish their active license to reenter the nursing field. The program includes both online and hands-on experience. Theory will be delivered totally online and will include: online lectures to include topics such as reviewing anatomy and physiology, major disease pathology, current treatment strategies, legal issues, pharmacology, physical assessment, nursing process, documentation, current trends, evidence-based practice, end-of-life issues, videos, discussion groups, and other learning activities. You must register for Nursing Lab (NUR023) and Nursing Clinical (NUR007). Attendance is required for the on-Campus lab which will be taught at Montgomery College and clinical will be taught off-Campus. TWA
Course: NUR069  100 Hours
$1,235 + $235 fee = $1,470; NMR add $650
Takoma Park/Silver Spring Campus
Distance Learning
CRN#: 25291  1 Sessions  S
CRN#: 25292  2 Sessions  T,R
9/10-10/22  5-9:15 p.m.(M,W)
8 a.m.-5 p.m.(S - 9/15-10/20)

Nursing Lab
This lab is for registered or licensed practical nurses returning to the work force or wishing to refresh their clinical skills. Topics include nursing process, communication, nursing care and procedures, current trends in documentation, and pharmacology. There is no payment plan for this lab. Prerequisite: completion of the nurse refresher classroom from Montgomery College or permission from the director. Students must enroll in this lab if taking NUR069 or NUR057. TWA
Course: NUR023  8 Hours
$215 + $55 fee = $270; NMR add $140
Takoma Park/Silver Spring Campus
CRN#: 25291  1 Sessions  S
10/27  8 a.m.-5 p.m.

This lab is for those taking NUR057
CRN#: 25292  2 Sessions  T,R
11/6-11/8  5:30-9:45 p.m.

This lab is for those taking NUR069

Nursing Refresher: Clinical ▲
Practicing nurse experts supervise your 60 hours of clinical experience in medical-surgical nursing, which includes patient assignments, team work, completing documentation and care plans, and giving medication. Basic skills lab practice and emergency medicine review will be provided. You must register for the classroom, clinical, and lab in order to use the payment plan. There is a nonrefundable fee to participate in the payment plan. Prerequisite: Concurrent enrollment in NUR057 and NUR023.
A. Nursing License: If your Maryland license has lapsed, you must apply for, pay for, and receive an inactive license. If you have an active license from any state other than Maryland, you must apply for and receive a Maryland license before starting your clinical.
B. CPR Certification: This must be a healthcare provider-level course from American Heart Association.
C. 1. A complete physical exam, signed by your health provider, within 9 months of the start date for clinical. (You must use the Montgomery College Nurse Refresher Health form).
2. Proof of immunity to the following diseases:
*Mumps, Measles (Rubeola) and Rubella: Must provide serologic evidence that you are immune to Mumps, Measles and Rubella (positive titers). If
blood titers are negative for any of these 3 diseases, you must receive two (2) doses of Mumps, Measles and Rubella vaccine (MMR) given 4 weeks apart. (Information documenting past MMR vaccinations is appreciated but cannot take the place of the titer test results.)

*Varicella: Must provide serologic evidence that you are immune to Varicella (positive titers). If titers are negative, you are required to receive two (2) doses of Varicella vaccine given 4 weeks apart. (Documentation of childhood disease will not be accepted).

*Hepatitis B: Three (3) doses of Hepatitis B vaccine given 0,1, and 6 months apart, followed by Hepatitis B surface antibody testing 1-2 months after dose #3 is required. If you cannot provide documentation of the 4-step vaccination process described above, you must obtain serologic evidence of immunity (positive Hep Bs Antibody titer). If this titer is negative for immunity, the vaccination series must be repeated.

*Tetanus, Diptheria, and Pertussis: Documentation of one (1) dose of Tdap vaccine (not to be confused with Dtap) in the past two (2) years, regardless of when the last Tetanus and Diptheria vaccine was given. 

*Influenza: Vaccine is to be given at least 1 month prior to the start date for clinical. Please note: Vaccine series must be completed by the second week of class. All laboratory titers must have date blood was drawn as well as test results.

3. Tuberculin Skin Test: (Mantoux Tuberculine test) within 9 months of the start date for clinical is required. If test results show TB exposure in the past or present, you must obtain clearance from your health provider that you are able to attend clinical. A chest x-ray may be needed. (Use the Montgomery College TB clearance form which will be provided with the Health Form when getting evaluated.) Must concurrently enroll in NUR057 or NUR069 and NUR023. TWA

Course: NUR007 60 Hours
$1,110 + $210 fee = $1,320; NMR add $650

Holy Cross Hospital Silver Spring
CRN#: 25287 12 Sessions M,W
10/29-12/5 6-11:15 p.m.
This is for classroom NUR057 only.
CRN#: 25288 6 Sessions S
11/3-12/15 6 a.m.-4:30 p.m.
No class 11/24
This is for classroom NUR057 only.
CRN#: 25289 11 Sessions W,R
11/14-12/20 5:33-11:15 p.m.
No class 11/22
This is for online course NUR069 only.

RN Case Manager/Delegating Nurse Training for Assisted Living
This 16-hour course, approved by the Maryland Board of Nursing, provides a basic foundation for nursing practice of the registered nurse who delegates nursing functions in the assisted living setting, including medication administration, and who teaches medication administration to the medication technician in assisted living. Topics to be covered include history of assisted living programs; regulations governing CM/DN practice; overview of CM/DN role and responsibilities; teaching medication administration to the medication technician; case management principles; delegation of nursing practice; communication; adult learning principles; and legal, ethical, and business issues. TWA

Course: NUR014 16 Hours
$290 + $85 fee = $375; NMR add $160

Takoma Park/Silver Spring Campus
CRN#: 25290 2 Sessions S
10/6-10/13 7:30 a.m.-4 p.m.

Wellness

Massage Therapy: Basic Fundamentals
Learn the fundamentals of Swedish massage, including at least five hands-on techniques. Explore credentialing and licensing requirements for massage therapy careers in the state of Maryland. Wear comfortable clothing; bring a pair of shorts, a short-sleeved shirt, and your favorite oils and lotions to each class. (You will remain fully clothed during massage practice sessions.) Mats will be provided. TWA

Course: WEL021 16 Hours
$160 + $60 fee = $220; NMR add $140

Gaithersburg Business Training Center
CRN#: 25752 4 Sessions S
9/15-10/6 9 a.m.-1 p.m.

Massage Therapy: Basic Fundamentals Part II
This course is designed to increase your knowledge of the basic therapeutic massage techniques acquired in the Basic Fundamentals of Therapeutic Massage Part I. More emphasis is spent on the areas of the human body that generally require more therapeutic massage work, i.e. hands, feet, shoulders and back. Learn some basic reflexology. Learn the anatomy of the human body in more detail. Receive a one-hour massage session in each class. What a wonderful way to end a busy work week! This noncredit course does not meet the licensing requirements of the State of Maryland, Commonwealth of Virginia, or District of Columbia, and completion of this course does not allow the student to sit for the national massage therapy exams; nor does this course permit students to practice therapeutic massage for compensation in any of those three states. The course is designed to teach how to safely and effectively create a basic therapeutic massage session for friends and family members. Further assistance is offered for those who wish to learn more about becoming licensed In the State of Maryland, Commonwealth of Virginia and District of Columbia. Students remain fully clothed; shorts and t-shirts are permitted but not required. TWA

Course: WEL066 16 Hours
$160 + $60 fee = $220; NMR add $140

Gaithersburg Business Training Center
CRN#: 25753 4 Sessions S
10/6-10/13 7:30 a.m.-4 p.m.
Payments
PayMent MUST be made IN FULL at the time of registration to avoid being deleted from the course. Complete information is required to process all registrations and payments. Further instructions for WEB, FAX or MAIL-IN payments can be found at: cms.montgomerycollege.edu/wdce/registerops.html
Registration will not be processed without appropriate payment.

Tuition Installment Plan
Courses with a ▲ have a tuition installment plan available: pay one-third of class total as a down payment at time of registration, then pay the balance in two payments before the class ends. There is a nonrefundable fee to participate in the payment plan. Students desiring to use the payment plan must register online.

Tuition Waiver
Only noncredit courses designated “TWA” tuition waiver applies in each publication will be available for tuition waiver. This statement appears in each applicable course description. Only tuition is waived; required fees must be paid by the student. Documents must be received at time of registration.

Senior Tuition Waiver: Maryland residents 60 years or older by the start date of the class may have tuition waived.

Disability Tuition Waiver: This waiver has been reinstated. Please go to montgomerycollege.edu/wdce/register/disabilitywaiver.html for information.

National Guard Tuition Waiver: If you are currently a member of the Maryland National guard and are enlisted for at least a 24-month period, you are eligible for a 50 percent tuition waiver. You must submit proof of such from the adjutant general’s office.

VA-Approved Course: Courses indicated with this ▼ symbol are approved for VA educational benefits under Title 38, U.S.C., Section 3676. (Post 9/11 GI Bill). For more information, visit http://cms.montgomerycollege.edu/wdce/register/vabenefits.html.

Residency Policy
The following are general guidelines taken from the College policy on residency for tuition purposes. A complete copy of the policy is available in the Montgomery College Catalog.

A. Students attending Montgomery College will pay tuition according to their residency.
B. To qualify, for tuition purposes, as a resident of the state of Maryland, legal domicile must have been maintained for a period of not less than three months prior to the first regularly scheduled class for the semester.
C. The domicile of a person registering in a noncredit course at Montgomery College shall be considered as a person’s permanent place of abode, where physical presence and possessions are maintained, and where he/she intends to remain indefinitely.

Transfer Policy
To transfer from one CRN to another CRN of the same course, a letter must be received in the Admissions, Records, and Registration Office, Montgomery College, 51 Mannakee Street, Rockville, MD 20850 before the beginning date of both CRNs of the course. If you have enrolled in a co-listed course you will have only one day after the class has begun to transfer. After that, you are committed to your path for the remainder of the course. If the course has a required assessment level to be a credit student, you must first complete the assessment testing and meet the appropriate assessment level before you can change to credit status.

Refund Policy
Refunds are paid at 100% for classes cancelled, dropped online, or in person (using a Drop Form), prior to the start date of the class. Refunds are also paid at 100% if class is dropped prior to the Refund Date printed on your registration confirmation. DO NOT drop classes online or after the day the class begins; you will not receive a refund. APPE students must call 240-567-7262 for refund/withdrawal instructions. Refunds for open enrollment classes will go to the registered student of record. For the Drop Form and more information, visit www.montgomerycollege.edu/wdce/register/refundpolicy.html.

4 Easy Ways to Register

On the Web
If you have enrolled in a Montgomery College class, and are paying by credit card or checking account, you can register on the web. Visit: www.montgomerycollege.edu/wdce/registerops.html and click on “Register by Web.”

By Mail
Mail completed registration form with payment to:
Montgomery College Workforce Development & Continuing Education, Rockville Campus
Campus Center, Room 220
51 Mannakee Street
Rockville, MD 20850

By Fax
Fax completed registration form indicating credit card payment to Montgomery College at 240–567–1877.

Walk-In
A completed registration form with payment may be submitted at any of these locations:

Gaithersburg Business Training Center, Room 400
8:30 a.m.–9 p.m. (Mon–Fri); 8:30 a.m.–4 p.m. (Sat)

Germantown Campus
Humanities and Social Sciences Building,
Room 241 and/or 243
8:30 a.m.–4 p.m. (Mon–Fri)

Rockville Campus
220 Campus Center
8 a.m.–7 p.m. (Mon–Thur); 8 a.m.–5 p.m. (Fri)
8:30 a.m.–12 p.m. (Sat)

Takoma Park/Silver Spring Campus
CF 230, Customer Service
8:30 a.m.–5 p.m. (Mon–Fri)

Westfield South, Suite 306 **
8:30 a.m.–9 p.m. (Mon–Thur);
8:30 a.m.–4:30 p.m. (Fri); 8:30 a.m.–4 p.m. (Sat)

NOTE: Cash payments must be paid in the Cashiers’ Offices at the Germantown, Rockville, or Takoma Park/Silver Spring campuses between 8:30 a.m.–1 p.m. and 2–4:30 p.m., Mon–Fri.

Payments due at time of registration
** Disability access for this leased site is on the same side as the movie theatre entrance. For more information regarding disability access at this site, or if any individuals are facing accessibility issues anywhere in the Westfield South Center, please call 240-567-8841.

If you need support services due to a disability, please contact Ms. Natalie Martinez at least six weeks prior to the start of class to arrange for accommodations and/or assistive technology. Natalie Martinez: 240-567-4118
E-mail: natalie.martinez@montgomerycollege.edu
**REGISTRATION FORM**  
Workforce Development & Continuing Education

Please Print Clearly

- All information is required. Incomplete forms will be returned to the student unprocessed. For registration assistance call 240-567-5188.  
- FAX completed registration form with credit card information to 240-567-1877 or 240-567-5615 or 240-567-7937.  
- Mail completed registration form with payment to WD&CE Registration, 51 Mannakee Street, CC 220, Rockville, MD 20850.

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**College ID Number:**  
- **M 2**

**Birthdate:**  
- **Month - Day - Year**

**Sex**  
- □ Female  
- □ Male

**Last Name**  
- 

**First Name**  
- 

**Middle Initial**  
- 

**Address:**  
- House # and Street Name (Do NOT use P.O. Box or you will be charged Non-Md. resident fee.)
- Apt. #

**City**  
- 

**State**  
- Zip

**Home Phone**  
- 

**Work Phone**  
- 

**Cell**  
- 

**E-Mail**  
- 

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**Have you attended MC before?**  
- □ Yes  
- □ No

If you have ever taken a credit class at MC and the last class (credit or non-credit) you took at MC was more than 4 years ago, you must also complete and submit a Student Reactivation form found at: http://www.montgomerycollege.edu/studentforms.

**How did you hear about us?**  
- □ Received brochure in mail  
- □ Website  
- □ Social media  
- □ Advertisement  
- □ On campus  
- □ Other  

**Military:**  
- If the military is paying for your course(s), you must submit the last 4 digits of your SSN.

**STUDENTS WITH DISABILITIES:**  
If you need support services due to a disability, call Workforce Development & Continuing Education at 240-567-4118 at least three weeks before class begins.

**ETHNICITY:**  
- Choose one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)
  - Not Hispanic or Latino
  - Hispanic or Latino

**RACE:**  
- Choose all that apply, you may choose more than one. (Disclosure not mandatory by Montgomery College, but is required by the U.S. Department of Education.)
  - American Indian or Alaskan Native
  - Asian
  - Black or African American
  - Native Hawaiian and other Pacific Islander
  - White

  - □ U.S. Citizen
  - □ Permanent Resident (Circle one: Green Card / Working Card)

**CHECK ALL THAT APPLY:**  
- □ I have been a Maryland resident [as defined in the Montgomery College Catalog] for at least three months.
- □ I am 60 years of age or older. (Applicable to designated tuition waiver courses for Maryland residents only.)
- □ I am a Maryland National Guard member enlisted for at least a 24 month period and submitting proof of such from the adjutant general's office.

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<th>Course Title</th>
<th>Start Date</th>
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<th>Course Fee</th>
<th>Non-Md. Fee</th>
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**Refunds will go to the registered student of record.**

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I certify that the information on this registration is correct and complete. I am aware of and will adhere to College policies as published in the Student Handbook.

I understand that non-attendance and/or failure to file all registration changes in writing with the Admissions and Records Office does not relieve me of responsibility for tuition and fee charges incurred. I agree to abide by the policies and procedures of the College, including without limitation, the Student Code of Conduct and any payment liabilities. I hold the College harmless for any errors I have made that may affect a request for a subsequent refund or academic appeal.

Student Signature Required  
Date

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**Please indicate payment by:**  
- □ Check (payable to Montgomery College)

**Credit card:**  
- □ MasterCard  
- □ VISA  
- □ Discover

**Credit Card Information:**  
- Expiration date on card
- 3 or 4 digit Security code on your card

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<th>Credit Card Number</th>
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**NOTE:**  
Credit card information will be detached and disposed of promptly and properly after payment is approved.

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<th>Card holder</th>
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Montgomery College is an Equal Opportunity Affirmative Action Title IX institution.
Health Sciences

FALL 2018

COURSE SCHEDULE

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All Health Sciences Students:
Students must understand and meet all requirements and/or standards imposed by recognized professional societies and all contract requirements imposed on College students by the institution or agency where the clinical practice is to occur. For details, visit www.montgomerycollege.edu/wdce/healthsciencesinstitute.html

Montgomery College
Health Sciences Building
7977 Georgia Avenue
Silver Spring, Maryland 20910

240-567-5188 www.montgomerycollege.edu/wdce/healthsciencesinstitute.html