

(Program schedules and hours are subject to change)

ALLIED HEALTH & VOCATIONAL PROGRAM OFFERINGS – 2017/2018

Program Name	Start Date	End Date	Class Structure	Required test scores	Certifications Obtained
Certified Nurse Assistant	March 2018	May 2018	Monday, Tuesday, Wednesday, Thursday 9 weeks Times TBD	TABE: 8.0 reading 6.0 math Typing speed: 25wpm	NYS Certified Nurse Aide Customer Service Certification Electronic Health Records Certification CPR Certification
Certified Nurse Assistant Recertification	September January 2018 May 2018	November February 2018 June 2018	Day Program 6 weeks Times TBD	STAR Exempt No Typing Speed Required	NYS Certified Nurse Aide
Central Sterilization Technician	August 2017	December 2017	Monday, Tuesday, Thursday, Friday 3:00 pm-9:00 pm 15 weeks	TABE: 8.0 reading 6.0 math Typing speed: 25wpm	CSPDT certification Customer Service Certification CPR Certification
Central Sterilization Technician Recertification	July 2017 March 2018	September 2017 May 2018	Saturday 9:00 am-4:00 pm 10 weeks	STAR Exempt No Typing Speed Required	CSPDT certification
Customer Service	November 2017 March 2018	November 2017 April 2018	Monday, Tuesday, Wednesday 4:00 pm-8:00 pm 3 Weeks	TABE: 7.0 reading 6.5 math Typing speed: 25wpm	Customer Service Certification
Medical Billing & Coding Specialist	August 2017 March 2018	January 2018 July 2018	Monday, Tuesday, Wednesday, Thursday 3:00 pm-9:00 pm 20 Week Program	TABE: 8.0 reading 7.5 math Typing speed: 25wpm	Medical Billing Specialist Certification Customer Service Certification Electronic Health Records Certification CPR Certification
NYS Certified Dental Assisting	August 2017	May 2018	Monday - Friday 7:45 am-4:00 pm 30 Week Program	TABE 9.1 reading 8.0 math Typing speed: 25wpm	NYS Licensed Dental Assistant DANB (Dental Assisting National Board Exam) Customer Service Certification Electronic Health Records Certification CPR Certification
Patient Services Technician Specialist	August 2017 January 2018	January 2018 May 2018	Monday, Tuesday, Wednesday, Thursday 3:00 pm-8:30 pm 20 Week Program	TABE 9.1 reading 8.0 math Typing speed: 25wpm	Certification National Health Association Customer Service Certification Electronic Health Records Certification CPR Certification
Registered Medical Assistant	August 2017 March 2018	May 2018 November 2018	Monday - Friday 9:00 am-4:00 pm 30 Week Program	TABE 9.1 reading 8.0 math Typing speed: 25wpm	Registered Medical Assistant Certification Customer Service Certification Electronic Health Records Certification CPR Certification

ACADEMIC PROGRAM OFFERINGS – 2017/2018

Name				Scores	
Academic Review	August 2017 October 2017 January 2018 February 2018	October 2017 December 2017 February 2018 May 2018	Days/times/length varies mornings, afternoons, evenings & Saturday Runs every 7 weeks	n/a *students will take TABE to assess reading and math skills	Improvement in reading and math to do one of the following: <ul style="list-style-type: none"> • Enter the HSE program • Enter a vocational program • Maintain or obtain employment • Enter college • Increase TABE test scores
College Preparation “QuickStart”	March 2018	April 2018	Monday - Friday 9:00 am-12:00 pm 4 week program	n/a *student will take Accuplacer to assess college readiness	Strengthen math, writing & research skills to get into college <ul style="list-style-type: none"> • Evaluate, build and strengthen math skills • Improve writing & research skills through hands-on experiential learning • Increase Accuplacer scores
College Prep “Summer Institute”	July 2018	August 2018	Mon-Wed 9am-2:30 pm Thu 9am-12:30 pm 6 week program	n/a *student will take Accuplacer to assess college readiness	Prepare for college through: <ul style="list-style-type: none"> • Academic readiness courses • College Readiness courses • Fun, team building and leadership activities
English as a Second Language (ESL)	July 2017 August 2017 October 2017 January 2018 February 2018	August 2017 October 2017 December 2017 February 2018 May 2018	Days/times/length varies Runs every 7 weeks 3 levels offered: Basic, Intermediate, Advanced	BEST test score of 10+ <ul style="list-style-type: none"> • Oral • Reading • Writing 	Strengthen reading, writing, speaking and math skills to do one of the following: <ul style="list-style-type: none"> • Enter the HSE program • Enter a vocational program • Maintain or obtain employment • Enter college • Or just learn the English language
High School Equivalency (HSE) Preparation [formerly GED]	July 2017 August 2017 October 2017 January 2018 February 2018	August 2017 October 2017 December 2017 February 2018 May 2018	Days/times/length varies Runs every 7 weeks	TABE 9.0 reading 8.0 math	Pass the TASC exam to earn your high school equivalency diploma. Graduates are encouraged to do one of the following: <ul style="list-style-type: none"> • Enter a vocational program • Enter college • Obtain employment