

## **Introduction**

- Par Mohammadian started the meeting at 02:05 PM. Members/attendees introduced themselves.
  - Agenda & Material: Refer to “**Allied Health Advisory Board 2020 - Agenda & Material**”.
  - List of Members/Attendees: Refer to “**Allied Health Advisory Board 2020 - Contact List**” and “**Allied Health Advisory Board 2020 - Chat (Sign-In)**”.

## **Review of Current Allied Health Programs and Changes Due to COVID-19 Pandemic by Par Mohammadian**

### ➤ **Health Occupations Fundamentals Certificate**

- Refer to page 2 of “**Allied Health Advisory Board 2020 - Agenda & Material**” attached.
- Certificate has been changed from 8 SU to 9 SU units.
  - New course added (available in Summer 2020): Allied Health 100 (1 SU) - Job Application Skills for the Healthcare.
    - This course is designed to help students develop the skills necessary to gain employment in healthcare industry, for example, how to summarize and communicate their skills, how to do interviews, and how to reach out to references.
- Students who have started/completed courses in previous semesters would be able to petition for the certificate with completion of the previous 8-unit curriculum based on the Los Angeles Mission College (LAMC) Catalog’s Academic Year in which they started/completed the courses.
- Reminder: high school representatives to make sure students complete and submit certificate petition form with a counselor upon completion of the required courses. Certificate is not automatically awarded upon completion of the required courses.
- Health Occupations 062 and Allied Health 021 (CPR course), are hands-on and hard-to-convert; these courses are suspended until further notice due to COVID-19.
- Health Occupations 063, 064, & 065 and Allied Health 100 are offered remotely.
- Aracely Molina (Health Occupations Instructor and CNA Faculty & Program Director) shared her experience in teaching Health Occupations 062 remotely, utilizing Flipgrid.com (e.g., handwashing technique, bandaging technique, and EpiPen demonstration). She uses the same software in her nurse assistant class/lab.
- Certificate programs are stackable: students who completed Health Occupations courses can continue with CNA-HHA Training Programs or with Fundamentals of Medical Billing & Coding.
- Discussion: Online/Remote Teaching/Learning Resources. VR (Virtual Reality), AR (Augmented Reality), and take-home lab kits. (Refer to “**Allied Health Advisory Board 2020 - Chat (Sign-In)**” attached for additional resources provided by Fabiola Mora.)

### ➤ **Certified Nurse Assistant & Home Health Aide (CNA-HHA) Training Programs**

- Refer to page 2 and 3 of “**Allied Health Advisory Board 2020 - Agenda & Material**” attached.
- Skilled Nursing Facilities: Closed due to COVID-19.
  - Most challenging for us because the skilled nursing facilities (SNF) are not allowed to have any visitors, including our students. As soon as COVID-19 happened, they closed their doors to all visitors, including our students.
  - Our SNF were impacted since they have a lot of COVID-19 patients.
- California Department of Public Health (CDPH): Approval for Online/Remote Teaching

- Certified Nurse Assistant (CNA)
  - Spring 2020 CNA students completed theory; however, since SNF did not allow students to visit to complete their clinical training hours, we had to wait (approximately a little over six weeks) for the CDPH letters of approval to allow online or remote teaching.
  - We were one of the first colleges to apply & received approval. We received approval about two weeks ago, and the faculty started teaching the clinical portion remotely. However, the approval still requires some clinical training to be done on campus.
  - We have been planning to go back on campus in June, but we were recently informed that we cannot go back in June, so we are planning to go back possibly in July.
- Home Health Aide (HHA):
  - Approval for Online/Remote Teaching not yet issued.
- We are hoping that we can finish the Spring 2020 CNA and HHA courses in July on campus. We are hoping that the CNA students can take their state exam towards the end of July or in the beginning of August.
- Discussion
  - Par Mohammadian: We already have a shortage of CNAs and anticipate the shortage to increase. SNF are even hiring unlicensed CNAs. However, students are not applying possibly due to anxiety and fear regarding COVID-19. Hopefully with applicable guidelines being followed and PPE being provided, the students would be more confident to apply.
  - Selma Duran: Questions regarding CPR course/certification - if LAMC course is equivalent to the LAUSD CPR course. LAMC CPR course is approved by the American Heart Association.
  - Richard Prieto: The goal is to provide opportunity for all instructors and students to become certified BLS instructors. He also added that LAUSD schools have simulation labs and equipment availability for collaboration. It was suggested to collaborate closely to utilize the resources better.
  - Ever Hillebrandt: Emphasized the importance of professional development opportunities for students. His organization is currently working on a training workshop for students. Four LAMC students have signed up for the training.

➤ **Medical Billing & Coding Fundamentals Certificate**

- Refer to page 4 of “Allied Health Advisory Board 2020 - Agenda & Material” attached.
- Curriculum revised to include Health Information Technology (HIT/HTHTEK) courses.
- Certificate programs are stackable: Students who completed Health Occupations courses can continue with CNA-HHA Training Programs or with Fundamentals of Medical Billing & Coding.
- These courses are for students who do not want to be in direct contact with the patient to still have the opportunity work in a clinic, in a community setting, or in a healthcare setting.
- Starting Fall 2020, HTHTEK courses are offered online.
- These courses may be useful for high school students who are thinking about going into Medical Billing & Coding and Health Information Technology.

- We may offer Associate Degree in Health Information Technology in the future.
- Jamie Lloyd with Family Practice of Glendale coordinates internship opportunities for students. Students go to the clinic and do rotations; rotation options include in Medical Billing & Coding. They learn for four to six weeks about the day-to-day operations of the clinic.

➤ **Pharmacy Technician Certificate and Associate Degree Program**

- Refer to page 5 of “Allied Health Advisory Board 2020 - Agenda & Material” attached.
- Pharmacy Technician are cohort courses offered Monday thru Thursday in the morning until approximately 01:00 PM.
- Students can complete certificate required courses within Spring and Summer semesters. (Some courses are also offered in Fall semester.)
- After completing Pharmacy Operations (PHRMCTK 032) in the Summer, students do externships at Walgreens, CVS, or Delta Drugs.
- Par Mohammadian meets with students to review the California Board of Pharmacy requirements, complete the forms, and gather all documents needed. Required documents are sent to the California Board of Pharmacy. It usually takes a maximum of two months for students to receive their licensure.
- Students are advised to view externships as an extended job interview. Students are advised to do their best, making sure to convey their interest in the job, to communicate professionally in the healthcare setting and with patients/customers, and to dress in professional attire.
- The majority of students received job offers while doing their externships.
- A few days ago, we were informed that Addendum for each facility must be submitted to ensure that the facility will provide students with the necessary PPE (Personal Protective Equipment) and ensure all applicable COVID-19 guidelines (including social-distancing) will be followed during externships.
- Students who complete certificate required courses can petition to receive the certificate.
- Students who complete certificate required courses can continue and complete general education (GE) units to also be eligible to petition for their Associate Degree in Pharmacy Technician.

**Gerontology Program by Ivet Bazikyan**

- Review of Gerontology Program requirements offered at LAMC. Refer to Gerontology Flyer within “Allied Health Advisory Board 2020 - Agenda & Material” (after page 5):
- Gerontology is an interdisciplinary program to prepare students to work with the elderly population in a variety of settings, especially those who do not necessarily want to provide medical services. They might want to go into social work.
  - Programs offered at LAMC in this field are Certificate of Achievement & Associate Degree.
  - Required Courses & Electives:
    - Some courses are offered online or remotely.
    - Required courses include Fam&CS 70 – Field Experience in Family & Consumer Studies:
      - 36 hours of hands-on field experience of interacting with the elderly.
      - A great way to make connections, explore a potential job, and obtain letter of recommendation from their supervisor.
  - The contact information of Janice Silver (Department Chair of Child & Family Studies).

- Ivet Bazikyan is interested to speak to high school students about Gerontology (e.g., Zoom info session).
- Par Mohammadian suggested Ivet Bazikyan to also contact Health Occupations 065 instructors for both college & high school courses since the instructors invite speakers as part of the course, so Ivet can capture both audiences.
- Par Mohammadian: All our classes are CSU-transferrable.
- Ivet Bazikyan mentioned Ashley Adjei (Career Education Counselor) would be available to meet with students to create an educational plan and can provide the counselor's contact information. Through careful planning in consultation with the counselor, students can maximize their time by taking applicable courses to fulfill general education and transferable units as well as obtaining certificate(s)/degree(s) and prevent taking extra classes.
- Discussion:
  - Richard Prieto: Difficulty of getting students excited about working with the elderly.
    - Ivet Bazikyan: One of the ways to get students excited is for them to take Fam&CS 70 – Field Experience in Family & Consumer Studies. Fam&CS 70 would be a pathway that can open up opportunities for students (especially high school students). A lot of these students have grandparents or had been raised by grandparents. Getting them interested and placing them into these different agencies is a good start.

### **Discussion & Recommendations for Improvement**


- Richard Prieto:
  - Information regarding field of medicine that relates to athletic training and physical therapy.
    - Par Mohammadian will connect Richard with the Department of Kinesiology, Health, Nutrition, Dance, & Athletics at LAMC.
  - LA Unified School District is interested in providing a CTE pathway to employment for students. In addition, they are also interested in opportunities for teachers for extended learning/professional development.
  - Difficulty of Soft Skills Training:
    - Difficulty of getting students to understand the importance of and interest in soft-skills training due to the current mindset of instant gratification (e.g., cell phones).
  - Ongoing struggle to connect academics and career technical education.
- Par Mohammadian invited participants to share any additional comments.
- Several participants mentioned that the review of the programs and the information discussed were great, enlightening, appreciated, and helpful.

### **Final Comments & Adjournment**

- Par Mohammadian concluded the meeting and thanked the participants.
- Participants expressed their farewell.

Meeting adjourned at 03:37 PM.

 <b>Allied Health Advisory Board Meeting</b> <b>Friday, May 29, 2020, 02:00-03:30 PM</b>					<b>CONTACT LIST</b> <b>(includes Participants, RSVPs, &amp; Invitees)</b>		
#	Last name	First name	Title	Organization	E-mail	Program/ Classification	Signed in via Chat
1	Albo-Lopez	Nicole	Vice President of Academic Affairs, LAMC	LAMC	ALBOLONM@lamission.edu;	LAMC	
2	Amar	Alka	Teacher, Math	San Fernando High School	aamar@lausd.net;	High School	✓
3	Ascencio	Arlene	Marketing & Education	All Saints Healthcare	aascencio@allsaints-subacute.com;	CNA	
4	Bazikyan	Ivet	Gerontology Faculty	LAMC	bazikyi@lamission.edu;	LAMC	✓
5	Brown	Stephen	Chair, Life Sciences	LAMC	BrownST@lamission.edu;	LAMC	✓
6	Caldwell	Susan	Administrator	Walnut Acres RCFE & Companion Care	walnutacrescare@gmail.com;	Workforce	
7	Chandna	Angela	Senior Vice President	Rx Relief	achandna@rxrelief.com;	Pharm Tech	
8	Duran	Selma	Science teacher	San Fernando HS	sduran@lausd.net;	High School	✓
9	Fitzpatrick	Christine	Science teacher	Sun Valley Magnet High School	christine.gustafson@lausd.net;	High School	✓
10	Gepner	Carlene	Business Development Associate	Community Career Development/LAVC Campus	CGepner@communitycareer.org	Work Source	
11	Gil	Alexander	Workforce Manager	CCALAC	agil@ccalac.org;	Clinic Assoc.	
12	Greene	Stephanie	Teacher	High school	stephanie.greene@lausd.net;	High School	✓
13	Hanlon	Joe	Store Manager	Walgreens in San Fernando	MGR.07950@store.walgreens.com	Pharm Tech	
14	Hauss	Jenna		One generation	jhauss@ONEgeneration.org;	Gerontology	
15	Hillebrandt	Ever	Senior Manager	UNITE-LA	ehill@unitela.com;		✓
16	Izawa	Keiko	Supervising Staff Nurse II	Nurse Recruitment and Retention Center Olive View UCLA Medical Center	kizawa@dhs.lacounty.gov;	CNA	
17	Jacuinde	Vanessa	Program Manager	COPE Health Solutions	vjacuinde@copehealthsolutions.com;	Externships	
18	Kerfan	Zina	Special Projects Manager/Pharm Tech Alumni	Delta Drugs	zkerfan@DeltaDrugs.com;	Pharm Tech/MBC	
19	Lewis	Donna	CTE Pathway Advisor - LD Northeast	Los Angeles Unified School District	donna.lewis@lausd.net		✓
20	Lloyd	Jamie	HR director	Family Practice Glendale	Jamie.Lloyd@fpglendale.com;	HOC	
21	Makhani	Robert	(PharmD, R-PH)	MDR Pharmaceutical Care	rmakhani@mdrusa.com;	Pharm Tech	
22	Mason	John	President/Owner	Brightstar Care	john.mason@brightstarcare.com;	CNA	
23	Mohammadian	Parvaneh	Allied Health Program Director Vice Chair of Life Sci. Dept.	Allied Health Division Life Sci. Dept., LAMC	mohamp@lamission.edu;	LAMC	✓
24	Molina	Aracely	CNA Program Director	LAMC	MolinaA2@lamission.edu;	CNA	✓
25	Mora	Fabiola	STEM Dean	LAMC	MoraFP@lamission.edu;	LAMC	✓
26	Muljawan	Crescentia	Senior Office Assistant	Allied Health Division Dept. of Life Sciences, LAMC	MULJAWC@lamission.edu;	LAMC	✓
27	Pan	Angela	STEM Counselor	LAMC	PANAJ@lamission.edu;	LAMC	
28	Parker	Ileene		Valley Inter Community Council Sherman Oaks/East Valley Adult Center	iparker@vic-la.org;	Gerontology	
29	Richard	Prieto	Work-Based Learning and Grants Coordinator	Los Angeles Unified School District	richard.prieto@lausd.net;	High School	✓
30	Robles	Sophia	Career & Workforce Education (CWE)	LAMC	ROBLESSE@LAMMISSION.EDU;	LAMC	✓
31	Rodriguez	Veronica	Staffing Coordinator	Comfort Keepers	scheduling406@comfortkeepers.com;	CNA	
32	Shepard	Deborah	Special Projects Career Pathways Coordinator	South Bay Workforce Investment Board- SBWIB	dshepard@sbwib.org;	Workforce	✓
33	Silver	Janice	Chair, Life Sciences	Child Development & Family Studies Department, LAMC	SILVERJG@laccd.edu;	LAMC	✓
34	Simanian	Ara	Pharmacist	Walgreens	MGR.15930@store.walgreens.com;	Pharm Tech	
35	Tosunyan	Osanna	Manager at UCLA Health	UCLA	osannatosunyan@yahoo.com;	Externships	
36	Uliana	Marla	Dean of Career & Workforce Education (CWE)	LAMC	UlianaMR@lamission.edu;	LAMC	
37	Villalobos	Cristina	Cesar Chavez Counselor	Cesar Chaves HS	cristina.villalobos2@lausd.net;	High School	
38	Whitfield	Miriam	Business Development Associate	Economic and Workforce Development; CCD Operator of the Wilshire and Rancho Dominguez AJCC	mwhitfield@communitycareer.org;	Workforce	
39	Williams	Evander	Teacher	Sylmar HS	evander.williams@lausd.net;	High School	✓
40	Yago	Michael	Executive Director	New Vista Health Services	michael.yago@newvista.us;	Gerontology	
41	Ybarra	Marianne	Executive Director	Wilkinson Multipurpose Senior Center, A Program of Valley InterCommunity Council (VIC)	mybarra@vic-la.org;	Gerontology; Work Source	✓
42	Zapeda	Julio	Kaiser recruiter for pharmacy assistants and techs		Julio.C.Zapeda@kp.org;	Pharm Tech	

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#	Last name	First name	Title	Organization	E-mail	Program/ Classification	Signed in via Chat
43	Zaragoza	Cindy	Manager	Comfort Keepers	CindyZaragoza@corp.comfortkeepers.com;	CNA	
44	Zook	Angela	Career Counselor	Birmingham High School	a.zook@birminghamcharter.com;	High School	✓



## Chat text

Mohammadian, Parvaneh <mohammp@lamission.edu>

Fri 5/29/2020 3:45 PM

To: Muljawan, Crescentia <muljawc@lamission.edu>

14:00:33 From Dr. Donna Stewart Lewis : Donna Lewis -LAUSD

14:01:31 From Evander Williams : Evander Williams - LAUSD - CTE - Pa ent Care

14:01:46 From Crescen a : Crescen a Muljawan - Senior Office Assistant, Allied Health Office, LAMC

14:01:57 From Richard P : Richard Prieto - LAUSD

14:02:00 From SILVERJG@laccd.edu : Janice Silver, LAMC Child and Family Studies

14:02:04 From Chris ne Fitzpatrick : Chris ne Fitzpatrick- Biomedical Science Teacher- Sun Valley Magnet, LAUSD

14:02:05 From Sophia Robles : Sophia Robles - LAMC - Career Pathway Specialist

14:02:05 From Amar, Alka : Alka Amar San Fernando High School

14:02:07 From Ever : Ever Hillebrandt, UNITE-LA

14:02:10 From Stephanie Greene : Stephanie Greene - Sun Valley Magnet School, LAUSD

14:02:11 From Ivet Bazikyan : Ivet Bazikyan LAMC Gerontology Faculty

14:02:15 From Selma Duran : Selma Duran - Science teacher - San Fernando HS

14:02:37 From Marianne Ybarra : Marianne Ybarra VIC/Wilkinson Sr center

14:04:57 From Stephen Brown : Stephen Brown, Los Angeles Mission College, Life Sciences department chair

14:06:03 From Aracely Molina : Aracely Molina, Los Angeles Mission College, Life Science, CNA Program Director- Hello Everyone!

14:06:07 From Angela Zook : Angela Zook. Career Counselor at Birmingham Community Charter High School

14:06:17 From Deborah Shepard : Deborah Shepard, South Bay Workforce Investment Board-SBWIB/ Bio-Flex. (sorry, camera is not working)

14:19:24 From Ever Hillebrandt : Ever Hillebrandt, UNITE-LA

14:39:23 From Fabiola Mora : Hi Richard, At our college taking our lab and science classes to a remote environment has not been easy. We are in the process of developing plans, but briefly these are the things in considera on. 1. Simula ons- where possible provide videos of lab experiments; 2. Hands on component of lab, currently exploring and developing student lab kits to engage students in hands on experiences that will support course SLO's.

14:39:41 From Fabiola Mora : Labster - h ps://www.labster.com/

14:40:19 From Richard Prieto : which modules from labster are being u lized?

14:40:34 From Fabiola Mora : HOL Science - Hands on Lab Kits

h ps://www.holscience.com/instructors/?

utm\_source=google&utm\_medium=cpc&utm\_campaign=Brand%20ModBroad&utm\_term=%2Bhands%20%2Bon%20%2Blabs&gclid=EAIalQobChMI-NaSy0Ta6QIVUxh9Ch21gg8yEAAYASAAEgKn8\_D\_BwE

14:41:10 From Deborah Shepard : When I tried the link a few weeks ago, it didn't let me 'wander' but had to ask for someone to contact me. It would be great to be linked in with the college for one session.

14:41:45 From Fabiola Mora : Modules vary depending on the course. You may want to have an off line conversa on with Steve Brown and Par to get more details.

14:42:06 From Deborah Shepard : Thx

14:42:16 From Donna Lewis : Thank you Fabiolo...taking a look...

14:42:29 From Richard Prieto : got it, thank you!

14:44:42 From Deborah Shepard to Par Mohammadian (Privately) : Have to get to another virtual mee ng- just to men on that the more you have and become adept at virtual programs, the more poten al to offer in Bio-Flex and to pilot in Health-Flex.

14:58:56 From Donna Lewis : Thank you so much...leaving to a end another mee ng! Have a wonderful weekend!

15:00:50 From Amar, Alka : Thanks Par and everyone else. I have to leave, but this was very informa ve.

15:05:06 From Aracely Molina to Par Mohammadian (Privately) : Hello Ever,

15:35:40 From Aracely Molina : Aracely Molina, I was logged off.

15:36:34 From Janice Silver : Great mee ng everyone - I have to leave for another mee ng! Have a great weekend!

15:36:43 From Fabiola Mora : I must run to another. It was a pleasure joining all of you! Have a great weekend everyone!

15:36:55 From Aracely Molina : Nice mee ng everyone!

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Department of Life Sciences – Allied Health Programs

[www.lamission.edu/AlliedHealth](http://www.lamission.edu/AlliedHealth)

## **Allied Health Advisory Board Meeting**

**Friday, May 29<sup>th</sup>, 2:00-3:30 pm**

*When you enter the meeting please type your name and organization in the chat for our records.*

<https://cccconfer.zoom.us/j/97543392836>

Or iPhone one-tap (US Toll): +16699006833,97543392836# or +12532158782,97543392836#

Or Telephone:

Dial:

+1 669 900 6833 (US Toll)

+1 253 215 8782 (US Toll)

+1 346 248 7799 (US Toll)

+1 312 626 6799 (US Toll)

+1 646 876 9923 (US Toll)

+1 301 715 8592 (US Toll)

**Meeting ID: 975 4339 2836**

## **Agenda**

- 2:00 – 2:15 pm: Introduction
- 2:15 – 3:25 pm  
Review of current Allied Health Programs\* & Changes due to COVID-19 pandemic

- Health Occupation Fundamentals Certificate
- Certified Nurse Assistant/Home Health Aide Training Programs
- Medical Billing & Coding Fundamentals Certificate
- Pharmacy Technician Certificate and Associate Degree Program

Gerontology Program

Discussion & Recommendations for improvement:

Job skills validation

Course & curriculum validation

Employment/Externship

- 3:25 – 3:30 pm  
Final comments & Adjournment

*\*Included in I-Train*

## **Health Occupations Fundamentals Skills Certificate (9 Semester Units)**

**Description:** Health Occupations offer satisfying and rewarding careers in fields that serve others and improve the health of individuals in the community. This certificate introduces students to fundamentals in health occupations. The courses introduce students to basic knowledge and skill sets required in health care as well as cultural and legal issues in health occupations. This certificate will serve as a stepping-stone for other allied health programs.

### **HEALTH OCCUPATIONS 062: SKILL SET FOR THE HEALTH CARE PROFESSIONAL (2.00 SU)**

This course is an introduction of the concepts and skills that serve as a foundation for the health care professions. Topics include hygiene and safety, infection control, basic client monitoring and basic first aid, therapeutic communication and basic health documentation.

### **HEALTH OCCUPATIONS 063: BASIC MEDICAL TERMINOLOGY, PATHOPHYSIOLOGY AND PHARMACOLOGY FOR THE HEALTHCARE PROFESSIONAL (2.00 SU)**

This basic medical language course will discuss common diseases and injuries and their pharmacological treatment using medical terminology.

### **HEALTH OCCUPATIONS 064: CULTURAL AND LEGAL TOPICS FOR HEALTH CARE PROFESSIONALS (1.00 SU)**

This course provides an overview of the concepts of health and illness, cultural diversity and legal issues that affect the health care professional

### **HEALTH OCCUPATIONS 065: FUNDAMENTALS FOR THE HEALTH CARE PROFESSIONAL (2.50 SU)**

This course explores career options in the health care industry, healthy behavior for health care workers, work ethics, professional resumes and interviewing skills and personality traits of a health care professional. There will be an *externship* during which area employers will introduce students to direct and indirect patient care opportunities.

### **ALLIED HEALTH 021: BASIC LIFE SUPPORT FOR THE HEALTHCARE PROVIDER (0.50 SU)**

This course is designed to teach *CPR to healthcare providers* and interested students. This course covers infant, child, and both one-rescuer and two-rescuer adult CPR. Treatment of choking the patient and heart disease prevention is also included. Successful course completion earns an American Heart Association Basic Cardiovascular Life Support Card for the Healthcare Provider valid for two years.

### **ALLIED HEALTH 100 (NEW): JOB APPLICATION SKILLS FOR THE HEALTHCARE (1.00 SU)**

This course is designed to help students develop the skills necessary to gain employment in healthcare industry.

## **Changes due to COVID-19**

## **Nurse Assistant and Home Health Aide Certificate of Achievement (17 Semester Units)**

**Description:** The Certificate of Achievement in Nurse Assistant and Home Health Aide prepares students for a career in an area with a high demand for employment. Students will learn to become nurse assistants/home health aids in long-term care facilities, acute-care settings, and home-care settings. Emphasis is given to safety principles, infection control, methods for providing physical care and emotional and social support. Also included are: medical legal issues, patient cultural differences, anatomy and physiology, pathophysiology, digital literacy, and resume/interview preparation, including practice interviews through LA Chamber of Commerce. *The California Dept. of Public Health and the Red Cross certify the Nurse Assistant and Home Health Aide programs of study.* Upon successful completion of the program, the student is eligible to take the State of California Certification Examination.

### **NURSING 399A: NURSE ASSISTANT TRAINING (6.00 SU)**

This course will provide students with an introduction to the health care field, working with residents/patients in the long-term care facility and the acute care setting. Emphasis will be given to safety principles, infection control, methods for providing physical care, and emotional and social support. Upon successful completion of this course, students will be eligible to take the California's Nurse Assistant Certification Examination.

### **NURSING 399B: HOME HEALTH AIDE TRAINING (2.00 SU)**

Introduces students to the health care field, working with residents/patients in long-term care facilities, the acute care setting and the home care setting. Emphasis will be given to safety principles, infection control, methods for providing physical care, and emotional and social support. Upon successful completion of this course, the student is eligible to apply for certification as a Home Health Aide in the state of California.

### **NURSING 56: ESSENTIAL PRACTICAL SKILLS FOR NURSE ASSISTANTS (1.00 SU)**

Focuses on reinforcing and integrating the Certified Nurse Assistant duties and skills required to assist patients in long term care facilities with activities of daily living.

### **ALLIED HEALTH 021: BASIC LIFE SUPPORT FOR THE HEALTHCARE PROVIDER (0.50 SU)**

This course is designed to teach *CPR to healthcare providers* and interested students. This course covers infant, child, and both one-rescuer and two-rescuer adult CPR. Treatment of choking the patient and heart disease prevention is also included. Successful course completion earns an American Heart Association Basic Cardiovascular Life Support Card for the Healthcare Provider valid for two years.

*Students are eligible to apply for the LAMC certificate upon successful completion of the nursing courses listed above and the Health Occupations courses (7.50 semester units).*

### **Changes due to COVID-19**

## **Fundamentals of Medical Billing & Coding Certificate** **Certificate of Achievement (18 Semester Units)**

**Description:** This certification prepares students to assume entry level medical office duties and responsibilities. It also prepares students for career advancement and training in the use of current computer application programs, medical/hospital billing procedures and medical records procedures. The program provides basic skills that promote success in the workplace. Typical positions include medical clerk, medical office assistant, billing clerk and medical office staff.

### **HTHTEK 100: INTRODUCTION TO HEALTH INFORMATION TECHNOLOGY (3.00 SU)**

This course is an introduction to the Health Information Management (HIM) profession and the record keeping practices in alternative health care delivery systems. Emphasis is placed on the development, maintenance, and content of patient health records, including format and documentation requirements, filing and number system, medical staff organization, regulatory and accrediting agencies.

### **HTHTEK 103: INTRODUCTION TO BASIC CODING HTHTEK 103 (3.00 SU)**

This course introduces the use of the International Classification of Diseases Clinical Modification (CM) codes for diagnoses and Procedural Coding System (PCS) to code procedures. Students learn to analyze clinical disease processes, use diagnosis and procedural terminology, sequence and assign codes correctly using current coding manuals and computerized encoder.

### **HTHTEK 110: AMBULATORY CARE CODING (3.00 SU)**

This course introduces the practice and principles of classification systems utilized in alternate health care facilities. Classification systems studied include Diagnostic and Statistical Manual of Mental Disorders (DSM), Systematized Nomenclature of Medicine (SNOMED), Ambulatory Payment Classification (APC), Healthcare Common Procedural Coding System (HCPCS Level II) used for reimbursement of outpatient services rendered.

### **HTHTEK 230: ELECTRONIC HEALTH RECORDS IN THE HEALTH (3.00 SU)**

This course is designed to provide health information students with the basic knowledge and skills necessary to use electronic health record (EHR) systems in the healthcare setting. The importance of national, regional, and state initiatives will be discussed in addition to practical experience using software.

### **Elective course (0.50 SU)**

*Students are eligible to apply for the LAMC certificate upon successful completion of the health information technology courses listed above and the Health Occupations 063, 064, & 065 courses (5.50 semester units).*

### **Changes due to COVID-19**

**Pharmacy Technician Degree**  
**Basic Certificate - Certificate of Achievement (20 Semester Units)**  
**Associate Degree in Pharmacy Technician (60 Semester Units)**

**Description:** Upon successful completion of the required coursework students are eligible to apply for the State of California Pharmacy Technician licensure and are prepared to work in outpatient, inpatient, and home health care pharmacy settings. In this program, students acquire the fundamental pharmacy technician skills in an outpatient, inpatient, or home health care pharmacy setting and learn to apply ethics related to the pharmacy technician profession.

**PHRMCTK 21: RETAIL PRODUCTS FOR PHARMACY CLERKS (3.00 SU)**

Designed for the Pharmacy Clerk student to provide basic knowledge about Over-the-Counter (OTC) products in relation to their accepted therapeutic uses. Students will understand the steps involved in safely choosing a non-prescription product.

**PHRMCTK 23: INTRODUCTION TO PHARMACY (2.00 SU)**

Examines the roles and opportunities open to pharmacy clerks and technicians in various practice settings. Students will be introduced to pharmaceutical dosage forms, the drug development process, and drug classification systems. This course also includes an introduction to prescription labeling and to the law and ethics for pharmacy practice.

**PHRMCTK 29: BODY SYSTEMS I (3.00 SU)**

Students will learn the indications, dosage, and adverse effects of prescription medications, nonprescription medications, and alternative therapies used to treat diseases affecting the muscular, skeletal, respiratory, renal, cardiovascular, and hematologic systems. Students will master an understanding of basic anatomy, physiology, pharmacology, and learn the brand and generic name, standard pronunciation, and routes of administration for each medication studied. Students will also learn medical terminology and abbreviations associated with the use of medication therapy affecting the body systems studied.

**PHRMCTK 30: BODY SYSTEMS II (3.00 SU)**

Students will learn the indications, dosage, and adverse effects of prescription medications, nonprescription medications, and alternative therapies used to treat diseases affecting the nervous, endocrine, gastrointestinal, reproductive, immune, ears/nose/throat, and dermatologic systems. Students will master an understanding of basic anatomy, physiology, pharmacology, and learn the brand and generic name, standard pronunciation, and routes of administration for each medication studied. Students will also learn medical terminology and abbreviations associated with the use of medication therapy affecting the body systems studied.

**PHRMCTK 31: PHARMACY CALCULATIONS (2.00 SU)**

Students will learn calculations related to drug dosage, measurements of strength, and preparation of medications. This course also includes inter-conversion of units in the metric and common systems of measurement. Emphasis is placed on unit-cancellation for solving pharmacy problems. This course includes a strong verbal component.

**PHRMCTK 32: PHARMACY OPERATIONS (4.5 SU)**

Examines processing, handling, and preparing medications and medication orders in both the outpatient and compounding pharmacy settings in a manner consistent with the legal and ethical guidelines. This course will prepare the students to master the skills needed to begin an outpatient pharmacy externship

**PHRMCTK 34: COMMUNITY PHARMACY EXTERNSHIP (2.5 SU)**

The externship will give students the opportunity to apply and practice skills developed in other pharmacy technician courses in a community or outpatient pharmacy

*Students are eligible to petition for Associate Degree in Pharmacy Technician upon successful completion of additional general education courses for a total minimum of 60 semester units.*

***Changes due to COVID-19***





# Are You Passionate About Helping Others?



**The Gerontology program at Los Angeles Mission College** can prepare you for a rewarding career in a growing industry. Learn how to address issues affecting the aging and elderly, and improve the quality of life for this growing population. This program puts you on track to earn a Certificate of Achievement so you can begin working while you continue to pursue your Associate Degree, and transfer to a four-year university.

## WHAT IS GERONTOLOGY?

Gerontology is the comprehensive study of the process and issues of aging. This interdisciplinary field of study is extremely important in effectively meeting the needs of a growing aging and elderly population. The Gerontology program is part of the Child and Family Studies Department at Los Angeles Mission College.



## CAREER OPPORTUNITIES INCLUDE:

- In-home caregiver
- Gerontology aide
- Residential care provider
- Recreation aide for seniors
- Community caregiver
- Care facility administrator

## YOUR PATH TO SUCCESS

- **Certificate of Achievement** – Enter the workforce and earn while you learn.
- **Associate Degree** – Transfer to a four-year university and continue with your higher education.

## APPLY TO THE PROGRAM

For information on how to apply to the Gerontology program, call **818.364.7714** or email **Janice Silver**, Department Chair, at [silverjg@lamission.edu](mailto:silverjg@lamission.edu).

### REQUIRED COURSES

	Units	ELECTIVES (Select <u>Two</u> )	Units
Fam&CS 6 Challenges of Aging	3	Ch Dev 55 Home Visitation Programs	3
Nutrtn 21 Nutrition	3	Fam&CS 31 Marriage & Family Life	3
Fam&CS 70 Field Experience in Family & Consumer Studies	3	Fam&CS 91 Life Management	3
Hlth Occ 63 Basic Medical Terminology, Pathophysiology & Pharmacology	2	Psych 41 Life Span Psychology	3
Hlth Occ 64 Cultural & Legal Topics for Healthcare Professionals	1	Soc 2 American Social Problems	3
Hlth Occ 65 Fundamentals for the Healthcare Professional	2.5		

**TOTAL UNITS: 20.5**



# Academic, Technical, Soft Skills for Career Success

