

HEALTH CAREER EDUCATION PROGRAMS

Introduction: Health Career Education at the College is comprised of three degree and certificate areas: Emergency Medical Services, Health Sciences, and Nursing. Health Career Education has long been an important and integral part of the College. Because of the growing awareness and concern in health care and interest in health career education, the College has expanded its programs and curricula. In addition, many natural science courses of a biomedical nature have been developed specifically to meet the needs of students preparing for health care careers. The College offers a range of Health Careers Education programs to the public. Degree and certificate programs prepare students for entry-level positions in the workplace. The College's transfer programs prepare students for transfer to four-year institutions. Also, the college demonstrates its commitment to life-long learning through a series of continuing education offerings aimed at working professionals and alumni. Please go to <http://www.kcc.hawaii.edu> to view more information about Kapi'olani Community College.

Degree/Certificate Programs: Nine AS degree options are offered in the areas of Medical Assisting, Medical Laboratory Technician, Mobile Intensive Care Technician, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, Radiologic Technology, and Respiratory Care. Certificates of Achievement are offered in Medical Assisting and Practical Nursing. Certificates of Completion are offered for Emergency Medical Technician, Community Health Worker, and Dental Assisting. Twenty-four Certificates of Competence are offered in Health Careers Education fields.

Transfer Programs: The College also provides transfer advising and support for students who plan to transfer to baccalaureate institutions such as the University of Hawai'i at Hilo, University of Hawai'i at Mānoa, the University of Hawai'i–West O'ahu or Hawaii Pacific University. General information about transferring can be found in this catalog in the Transfer Advising section. For more information contact a Health Career Education counselor.

Lifelong Learning Credit/Continuing Education Programs: Continuing education short-term classes in healthcare and in areas related to health (exercise, medical topics, etc.) are available to health professionals and to the general public. These are offered through the Continuing Education Registration Office. For more information about continuing education courses and certificates, contact the College Information Office (734-9559) or the Continuing Education Registration Office (734-9211). Please go to <http://www.kcc.hawaii.edu> for more information about Kapi'olani Community College.

CAREER OPTIONS and ACADEMIC OPTIONS THE HEALTH CAREER EDUCATION PROGRAMS

EMERGENCY MEDICAL SERVICES

CAREER OPTIONS	ACADEMIC OPTIONS
Emergency Medical Technician	Certificate of Completion – Emergency Medical Technician - Intermediate (20 credits)
Mobile Intensive Care Technician	Associate in Science - Mobile Intensive Care Technician (86-89 credits)

HEALTH SCIENCES

CAREER OPTIONS	ACADEMIC OPTIONS
Activity Aide	Certificate of Competence - Activity Aide (5 credits)
Community Health Worker	Certificate of Completion - Community Health Worker (11 credits)
Dental Assistant	Certificate of Completion – Dental Assisting (16 credits)
Medical Assistant	Certificate of Achievement – Medical Assisting (37 credits)
Medical Assistant (with advanced skills)	Associate in Science – Medical Assisting (65 credits)
Medical Laboratory Technician	Associate in Science – Medical Laboratory Technician (70 - 73 credits)
Occupational Therapy Assistant	Associate in Science – Occupational Therapy Assistant (69-72 credits)
Physical Therapist Assistant	Associate in Science – Physical Therapist Assistant (72 credits)
Radiologic Technologist	Associate in Science – Radiologic Technology (89 credits)
Respiratory Care Practitioner	Associate in Science – Respiratory Care (101 credits)

NURSING

CAREER OPTIONS	ACADEMIC OPTIONS
Adult Residential Care Home Operator	Certificate of Competence – Adult Residential Care Home Operator (3 credits)
Long Term Care/Nurse Aide	Certificate of Competence – Long Term Care/ Home Health Nurse Aide (6 credits)
Nurse Aide	Certificate of Competence – Nurse Aide (8 credits)
Practical Nurse preparation	Certificate of Achievement – Practical Nursing (41 credits)
Transition for Licensed Practical Nurse	Associate in Science – Nursing (56 credits plus LPN credits)
Registered Nurse preparation	Associate in Science – Nursing (72 credits)

LIFELONG LEARNING

CAREER OPTIONS	ACADEMIC OPTIONS
Short term training in areas related to health (exercise, medical topics, etc.)	Continuing Education Registration Office (734-9211) http://programs.kcc.hawaii.edu/~continuinged/
Specialty nursing	Certificate of Competence - Basic EKG (18 hours)
Telemetry nursing	Certificate of Competence - Critical Care I (44.5 hours)
Specialty nursing	Certificate of Competence - Critical Care II (42 hours)
Massage Therapist	Certificate of Competence - General Massage Therapy (320 hours)
Mammographer	Certificate of Competence - Mammography (29.5 hours)
Medical Biller	Certificate of Competence - Medical Billing (80 hours)
Medical Transcriptionist	Certificate of Competence - Medical Transcription (135 hours)
Preparation for non-acute care of the medically fragile child	Certificate of Competence - Nursing Care of the Medically Fragile Child for RNs and LPNs (48 hours)
Pharmacy Technician	Certificate of Competence - Pharmacy Technician (320 hours)
Phlebotomist/Lab Assistant	Certificate of Competence - Phlebotomy (164+ hours)
Physical Agents for Occupational Therapists	Certificate of Competence - Physical Agents for Occupational Therapists (44 hours)
Medical Coder	Certificate of Competence - Professional Medical Coding (80 hours)
Preparation for non-acute care of the medically fragile child	Certificate of Competence - Respiratory and Rehabilitation Care of the Medically Fragile Child (for RNs and LPNs) (56 hours)
Massage Therapy	Certificate of Competence - Specialty Massage Therapy (323 - 341 hours)
Preparation for entry level Surgical Technologist	Certificate of Competence - Surgical Technology Science (75 hours)
Preparation for entry level Surgical Technologist	Certificate of Competence - Surgical Technology I (175 hours)
Preparation for entry level Surgical Technologist	Certificate of Competence - Surgical Technology II (175 hours)
Preparation for entry level Surgical Technologist	Certificate of Competence - Surgical Technology III (175 hours)
Preparation for entry level Surgical Technologist	Certificate of Competence - Surgical Technology IV (175 hours)
Entry level Surgical Technologist	Certificate of Competence - Surgical Technology V (130 hours)

SPECIAL REQUIREMENTS FOR PROGRAMS IN HEALTH CAREER EDUCATION

Notice: Health career students are required to complete University-prescribed academic requirements that involve clinical practice in a University-affiliated health care facility setting with no substitution allowable for the completion of required clinical practice. Failure of a student to complete the prescribed clinical practice shall be deemed as not satisfying academic program requirements. It is the responsibility of the student to satisfactorily complete any background checks and drug testing that may be required by the affiliated health care facility to which he/she is assigned for clinical practice in accordance with procedures and timelines as prescribed by that health care facility.

Insurance: Students admitted to any of the Health Career Education programs with a clinical component are required to purchase professional liability insurance prior to registration for the program courses. Information regarding liability insurance is sent to students with acceptance information.

Pre-Admission Course Requirements: Some of the programs have pre-admission course requirements that must be completed or in process of completion before the student applies to the program. In addition, the course load in AS degree programs may be lightened by completion of support courses prior to entry into the program. Some of the certificates of competence require degree completion in a specific area before admission.

The specific program curriculum of interest should be consulted to identify pre-entry requirements or recommendations. In addition, interested applicants should see a counselor (one of the Nursing advisors or Health Sciences/EMS advisors) to ensure early identification and appropriate advising.

Special Admission Requirements: Enrollment is limited in each of the Health Career Education departments - Nursing, Health Sciences, and Emergency Medical Services. Priority in filling these programs is given to qualified Hawai'i residents. Applicants must submit an "Application for Selective Admission Programs" which is available at the Kekaulike Information and Service Center (KISC), 'Ilima 102. Students not currently enrolled at KCC must also submit the UH System Application form. Notification of acceptance is sent by mail. See information on "Admitted Health Career Education Program Applicants" for information on health examinations and liability insurance. Admission to the Care Home Operator, Dental Assisting, Medical Assisting, Nurse Aide Training, and Registered Nursing programs is open each semester. Admission to the Emergency Medical Technician, Occupational Therapy Assistant, Practical Nursing, and Radiologic Technology programs is open each fall semester. Admission to the Physical Therapist Assistant and Respiratory Care programs is open each summer semester. Admission to the Medical Laboratory Technician and Mobile Intensive Care Technician program occurs each spring semester. Further information regarding specific admission and application requirements may be obtained from the College Information Office (734-9559), Emergency Medical Services (734-9288), Health Sciences (734-9270), and Nursing (734-9305). Please go to <http://www.kcc.hawaii.edu> to view more information about Kapi'olani Community College.

Application Periods:

Fall (December 1 – April 1) and Spring (June 1 – November 1) semesters: Application to the Care Home Operator and Nurse Aide Training programs.

Fall (December 1 – April 1) and Spring (June 1 – October 1) semesters: Application to the Emergency Medical Technician–I program.

Fall (December 1 to February 1) and Spring (June 1 to September 1) semesters: Application to the Nursing program.

Fall (December 1 – May 30) and Spring (June 1 – November 15) semesters: Application to the Dental Assisting and Medical Assisting programs.

Fall semester only (December 1 to February 1): Application to the Radiologic Technology program.

Fall semester only (December 1 – April 1): Application to the Practical Nursing program.

Spring semester only (June 1 – October 1): Application to the Medical Laboratory Technician program and the Mobile Intensive Care Technician program.

Summer semester only (December 1 – March 1): Application to the Physical Therapist Assistant program and Respiratory Care programs.

During the application period, testing, orientation, submission of required certification (high school transcript, college transcripts, graduation certificates), and requested residency documentation must be accomplished. Applicants should make every effort to apply early in the application period and to meet the testing and orientation dates assigned. It is the applicant's responsibility to have transcripts sent directly to the Kekaulike Information and Service Center (KISC) from each high school and college attended. Hand carried or facsimile transcripts will not be accepted. Application forms for admission to Dental Assisting, Medical Assisting, Medical Laboratory Technician, Physical Therapist Assistant, Radiologic Technology, and Respiratory Care programs may be obtained at the respective program information sessions.

Applicants who apply after the deadline or who complete other requirements (e.g., submission of transcripts, testing, orientation, and requested residency documentation) after the deadline, will be considered for acceptance on a space available basis only. All documents and transcripts submitted become the property of the College. They will not be returned to the applicant.

Acceptance Review: All applicants whose required materials are received by the deadline and who meet requirements will be considered for admission to specific programs requested until quota is reached. Students on academic probation at the College will not be considered for selection to these programs.

Acceptance Period: Letters of acceptance or non-acceptance to the desired program will be sent by late May or late June for Fall entry, by late December for Spring entry, and by May for Summer entry.

Accepted/Admitted Health Career Education Program Applicants: All students accepted and admitted to Health Career Education programs must:

1. Submit a satisfactory health clearance form and twostep TB clearance to the departmental office by departmental deadline.
2. Purchase and show evidence of professional liability insurance to the program director/department chair prior to registration.

EMERGENCY MEDICAL SERVICES CURRICULA

CERTIFICATE OF COMPLETION, EMERGENCY MEDICAL TECHNICIAN – INTERMEDIATE (20 SEMESTER CREDITS)

Program Description: The purpose of the Emergency Medical Technician – Intermediate (EMT-I) Certificate of Completion program is to prepare students to provide basic and advanced life support to patients in the pre-hospital emergency care setting.

Special Admission Requirements for Emergency Medical Technician – Intermediate: Non-program courses must be completed prior to admission to the EMT-I program. After acceptance to the college, applicants to the Emergency Medical Technician- Intermediate (EMT-I) program will be evaluated based on a point system that includes exam scores, letters of recommendation, and an interview. Interviews will be scheduled for applicants with the highest total scores in rank order, highest to lowest, until the admission quota is reached.

Total qualifying scores for the Emergency Medical Technician program are based on the following criteria:

- English placement test (minimum placement of ENG 100).
- Mathematics placement test (minimum placement of MATH 100).

- A grade of "C" or higher in both BIOL 130 and BIOL 130L or the four courses ZOOL 141, ZOOL 141L, ZOOL 142 and ZOOL 142L.
- A grade of "C" or higher in HLTH 125.
- Letters of recommendation.
- Interview scores.
- Cardiopulmonary Resuscitation (CPR) certification (current card)/First Aid.
- Prior related work experience.
- Cumulative GPR for college course work.

Admissions Deadlines: Admission to the Emergency Medical Technician - Intermediate program is open each fall and spring semester. Application to the Emergency Medical Technician - Intermediate program is open December 1 – April 1 and June 1 to October 1.

Preparation for EMT Program: All students admitted to the EMT-I program must:

- Have current First Aid and Basic Cardiac Life Support (BCLS) cards.
- Submit a satisfactory health clearance form and two step TB clearance to the departmental office by departmental deadline.
- Purchase and show evidence of professional liability insurance to the program director/department chair prior to registration.

Program Competencies: Upon successful completion of the Certificate of Completion in Emergency Medical Technician - Intermediate, the student should be able to:

- Perform in an entry-level position as an Emergency Medical Technician - Intermediate.
- Safely and accurately perform all basic and advanced life support procedures as listed in Board of Medical Examiners rules for Emergency Ambulance Personnel.
- Establish rapport with the patient and significant others to decrease their state of crisis.
- Participate as a team member with another Emergency Medical Technician - Intermediate and under the direction of a Mobile Intensive Care Technician to ensure the safety and care of the patient.
- Recognise a medical emergency, assess the situation, obtain a basic history and physical examination, manage emergency care, and, if needed, extricate the patient.
- Initiate and continue emergency medical care including the recognition of presenting conditions and initiation of appropriate non-invasive treatments for: surgical, medical, cardiac, and psychiatric emergencies; trauma; and airway and respiratory problems.
- Assign priorities of emergency treatment to a patient or group of patients.
- Participate in the pre-check and preparation of the ambulance, including its equipment and supplies.
- Communicate with the medical care facility receiving the patient about the patient's condition, status, and arrival time.
- Record in writing the details related to the patient's emergency care and the incident.
- Coordinate efforts with those of other agencies that may be involved in the care and transportation of the patient.
- Direct and coordinate the transport of the patient by selecting the best available method(s) in conjunction with medical command authority/protocol.
- Safely drive an emergency ambulance, with consideration to patient and road conditions, to reach the patient and take the patient to an appropriate medical care facility.
- Participate in continuing education activities for self improvement and quality assurance.
- Use a sequential thinking process to gather the appropriate data, appraise its significance, take action and evaluate the effects of that action upon the patient.

**CERTIFICATE OF COMPLETION CURRICULUM,
EMERGENCY MEDICAL TECHNICIAN - INTERMEDIATE (20 CREDITS)**

Course	Title	Cr
Emergency Medical Technician Courses (20 credits)		
EMT 100	EMT-Intermediate	16
EMT 101	Practicum for EMT-Intermediate	4
TOTAL		20

The issuance of a Certificate of Completion requires that the student must earn a GPR of 2.0 or higher for all courses required in the certificate.

Please note: In order to receive the Certificate of Completion in Emergency Medical Technician-Intermediate, a grade of "C" or higher is required in all EMT courses.

ASSOCIATE IN SCIENCE,

**MOBILE INTENSIVE CARE TECHNICIAN (PARAMEDIC)
(86-89 SEMESTER CREDITS)**

Program Description: The Associate in Science degree in Mobile Intensive Care Technician is a 86-89 credit program offered through Kapi'olani Community College, Department of Emergency Medical Services. It prepares students to function as healthcare providers in the prehospital setting. The program is divided into two levels which include the EMT and the MICT. In addition to the EMT and MICT courses, students must complete the following: BIOL 130/130L (or ZOOL 141/141L and ZOOL 142/142L); HLTH 125 - Medical Terminology; ENG 100; MATH 100 or higher level mathematics course; A.S. Humanities course (100 level or higher); FAMR 230.

Special Admission Requirements for Mobile Intensive Care Technician: The deadline for applications to the Mobile Intensive Care Technician (MICT) program is October 1. The acceptance review period is November 1 - November 30. Applicants to the MICT program are required to have a current State of Hawaii Emergency Medical Technician (EMT) License and Healthcare Provider card. Additional information is listed in the "special requirements for programs in health career education" section. After acceptance to the college, applicants to the Mobile Intensive Care Technician program will be evaluated based on a point system that includes exam scores, letters of recommendation, EMT work and coursework. Interviews will be scheduled for applicants in rank order, highest to lowest, based on the highest total scores on exams, letters of recommendation, EMT work and coursework, until the admission quota is reached.

The total qualifying score for the MICT program is based on the following criteria: 1. A valid reading level of 74 or higher on the compass placement test or a grade of "C" or higher in ENG 100 or higher level English course taken within the past 10 years. 2. A valid math placement score of 24 or higher on the compass placement test or a grade of "C" or higher in MATH 100 or higher level mathematics course taken within the past 5 years. 3. Completion of A.S. degree support courses. 4. EMT knowledge exam scores. 5. Letters of recommendation. 6. Grade for EMT course. 7. A minimum of 200 documented advanced life support (ALS) ambulance calls. The 200 documented ALS calls may be accomplished through EMT 110V or through work experience as an EMT. 8. Interview scores.

Program Student Learning Outcomes: A graduate from the University of Hawai'i – Kapi'olani Community College – Department of Emergency Medical Service's MICT program should be able to:

- 1) Accurately identify street names through map reading, correctly distinguish house numbers or business addresses, and navigate an ambulance to a given address.

- 2) Demonstrate safe operation and navigation of an emergency vehicle with due regard to the safety of others while responding to a prehospital crisis situation.
- 3) Use critical judgment, prioritize decisions, and act quickly and independently in the best interest of a patient, in a non-structured environment that is constantly changing.
- 4) Exercise personal judgment in case of interruption in medical direction caused by communication failure or in cases of immediate life threatening conditions; under these conditions, provide such emergency care as has been specifically authorized by approved standing orders.
- 5) Remain calm and focused while working in difficult, stressful and/or adverse circumstances, while assuming the leadership role inherent in carrying out the functions of the position.
- 6) Communicate effectively with patients (e.g., develop patient rapport, interview hostile patients) from diverse multicultural groups and ages within those groups).
- 7) Communicate verbally and non-verbally with multicultural patients, healthcare professionals and the public; communicate in writing through report writing and completion of the ambulance report forms.
- 8) Concisely and accurately describe to a dispatcher and other concerned staff, one's assessment of a patient's condition.
- 9) Communicate effectively via the telephone or radio dispatch for coordination of prompt emergency services.
- 10) Administer appropriate, life-saving medications at the appropriate time and dosage to mitigate a life-threatening situation.
- 11) Administer drugs legally, ethically, and responsibly -- using correct precautions and techniques while observing the effects of the drugs.
- 12) Provide basic and advanced life support emergency medical services to patients. Safely and accurately (without jeopardizing health and safety) perform all basic and advanced life support procedures as listed in Board of Medical Examiners rules for Emergency Ambulance Personnel.
- 13) Document precisely and accurately the treatments and effects of drugs.
- 14) Report all relevant patient data, including, as needed, a detailed narrative on extenuating circumstances or conditions following federal guidelines for patient privacy.
- 15) Enter data on a computer from a laptop in the ambulance.
- 16) Participate in continuing education activities for self-improvement and for the education of others within the field, including following up on selected cases for education and quality assurance.
- 17) Initiate and continue emergency medical care under medical control including the recognition of presenting conditions and initiation of appropriate invasive and non-invasive treatments for: surgical, medical, cardiac and psychiatric emergencies; trauma; and airway and respiratory problems.
- 18) Take a leadership role with ambulance, first responder, and other personnel to ensure the safety and care of the patient.

ASSOCIATE IN SCIENCE CURRICULUM, MOBILE INTENSIVE CARE TECHNICIAN (86 - 89 CREDITS)		
Course	Title	Cr
General Education Requirements (17 - 20 credits)		
ENG 100	Composition I	3
MATH 100 or MATH 100H or higher level mathematics	Survey of Mathematics Math for Health Sciences	3
FAMR 230	Survey of Human Growth and Development	3
KCC AS/AH	A.S. Arts & Humanities Elective (100 level or higher)	3
BIOL 130 BIOL 130L or ZOOL 141 ZOOL 141L ZOOL 142 ZOOL 142L	Anatomy and Physiology (4) Anatomy and Physiology Laboratory (1) Human Anatomy and Physiology I (3) Human Anatomy and Physiology I Laboratory (1) Human Anatomy and Physiology II (3) Human Anatomy and Physiology II Laboratory (1)	5- 8
Support Courses (25 credits)		
EMT 100	EMT-Intermediate	19
EMT 101	Practicum for EMT-Intermediate	5
HLTH 125	Survey of Medical Terminology	1
Mobile Intensive Care Technician Courses (44 credits)		
MICT 150	Pre-Hospital Assessment and Treatment I	12
MICT 160	Pre-Hospital Assessment and Treatment II	5
MICT 200	Advanced Pre-Hospital Assessment and Treatment	5
MICT 201	Pre-Hospital Assessment and Treatment Clinical Experience	4
MICT 202	Pre-Hospital Assessment and Treatment Internship I	4
MICT 250	Pre-Hospital Assessment and Treatment Internship II	14
TOTAL		86-89
<p><i>The issuance of an A.S. degree requires that the student must earn a G.P.R. of 2.0 or higher for all courses applicable toward the degree. A list of KCC AS/AH electives are in the "Degree and Certificate Programs" section.</i></p> <p><i>Please note: For the MICT A.S. degree a grade of "C" or higher must be maintained in all required courses.</i></p>		

HEALTH SCIENCES PROGRAMS

ACTIVITY AIDE CURRICULUM CERTIFICATE OF COMPETENCE, ACTIVITY AIDE (5 SEMESTER CREDITS)

Program Description: The Activity Aide Certificate of Competence prepares students to use specific craft materials and procedures in activities adapted to the needs of the patient and to communicate effectively with residents of long-term care facilities. The certificate is aimed at expanding the capabilities of health care providers to take on additional responsibilities as activity aides employed in long-term care settings.

Program Objectives:

- Provide basic theory and practice in analyzing and fabricating selected therapeutic crafts and other activities for long-term care facilities.
- Provide concepts in grading and adapting crafts and other activities for residents with decreased functional abilities due to aging or disease.
- Provide guidelines for safe implementation of activities and patient handling.
- Provide self awareness concepts for health care practitioners.
- Provide basic principles and practice in identifying and resolving moral or ethical dilemmas.
- Provide basic theory and practice for effective communication to establish rapport with residents in long-term care and their significant others.
- Provide concepts of burnout and stress management techniques to benefit health care workers.

Program Competencies :

Upon satisfactory completion of the Certificate of Competence in Activity Aide, the student should be able to:

1. Define self awareness and values and their effect on human behavior and helping.
2. Discuss strategies for analyzing issues and making decisions to resolve personal and organizational ethical conflicts.
3. Describe the effects of disability on the individual within the cultural context of family and society, as well as on occupational performance.
4. Describe how sociocultural, socioeconomic, diversity factors and lifestyle choices impact contemporary society.
5. Describe positive health behaviors and identify the importance of balancing areas of occupation with the achievement of health and wellness.
6. Give examples of effective communication techniques and application using characteristics of effective helping, cultural sensitivity and assertiveness.
7. Define professional burnout and identify stress management techniques to promote wellness.
8. Fabricate crafts most commonly utilized in Occupational Therapy treatment and activity programs
9. Demonstrate therapeutic use of activities through grading, adapting and modifying the environment, tools, materials and occupations.
10. Use the teaching-learning process and effectively interact through written, oral and nonverbal communication with client.
11. Demonstrate competency in basic client management techniques to enhance mobility, including physical transfers, wheelchair management, and positioning.
12. Use sound judgment in regard to safety of self and others, and adhere to safety regulations.
13. Demonstrate proper maintenance and storage of various materials, equipment, tools and inventory of supplies.

**CERTIFICATE OF COMPETENCE CURRICULUM,
ACTIVITY AIDE (5 CREDITS)**

Course	Title	Cr
Certificate Requirements (5 credits)		
OTA 119	Therapeutic Activities	2
HLTH 118	Therapeutic Interpersonal Skills	3
TOTAL		5

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory.

In a credit course sequence the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses required in the certificate.

COMMUNITY HEALTH WORKER CURRICULUM

**CERTIFICATE OF COMPLETION,
COMMUNITY HEALTH WORKER
(11 SEMESTER CREDITS)**

Program Description: The CHW Certificate of Completion program prepares students to function as primary health care providers and to link disadvantaged families with existing health care resources. This is carried out by identifying needs, providing information, making referrals to appropriate health care providers or agencies, and following up on referrals. The program is currently limited to special enrollment.

Please call the Wai'anae Health Academy at 696-3155 for additional information.

Program Competencies: Upon successful completion of the Certificate of Completion in Community Health Worker program, the student should be able to:

- Demonstrate basic knowledge and skills in community health needs assessment.
- Work as a part of a community-based health care team.
- Identify and use community resources to meet client needs.
- Identify common health care problems, refer to appropriate resources, and provide selected basic services.
- Apply basic counseling techniques, interviewing and communication skills to working individuals and families.
- Demonstrate appropriate home visiting skills.
- Assist in developing a plan for supplementary services for clients.
- Assist in preparing for termination of services.

**CERTIFICATE OF COMPLETION CURRICULUM,
COMMUNITY HEALTH WORKER (11 CREDITS)**

Course	Title	Cr
Community Health Worker Courses (11 credits)		
CHW 100	Self-Exploration for the Community Health Worker	3
CHW 130	Individual Counseling for the Community Health Worker	3
CHW 140	Fundamentals of Community Health Work	4
CHW 145	Community Health Worker Clinical I	1
TOTAL		11

The issuance of a Certificate of Completion requires that the student must earn a GPR of 2.0 or higher for all courses required in the certificate. A grade of "C" or higher must be earned in all required courses.

DENTAL ASSISTING CURRICULUM

**CERTIFICATE OF COMPLETION,
DENTAL ASSISTING
(16 SEMESTER CREDITS)**

Program Description: The Dental Assisting program is a one-semester, daytime only curriculum designed to prepare students for entry level employment in private dental offices, hospital outpatient clinics, state and federal agencies, insurance companies and dental supply houses. Students receive instruction in basic dental operator and laboratory skills and dental terminology. Students are accepted in both the fall and spring semesters.

Special Admission Requirements for Dental Assisting: Acceptance into the Dental Assisting program is on a first-qualified, first-accepted basis by minimum score of 74 on the COMPASS English Reading Placement Test and attendance at an orientation session.

Program Competencies: Upon successful completion of the Certificate of Completion in Dental Assisting, the student should be able to:

- Assist at the chair in diagnostic and operative procedures.
- Assist in the management of medical and dental emergencies and administer basic life support procedures, when indicated.
- Perform clinical supportive functions, including preparing and dismissing patients, manipulating dental restorative and impression materials and dental cements, sterilizing instruments and disinfecting equipment, providing postoperative instructions prescribed by the dentist, and preparing tray setups.
- Expose, process, and mount radiographs of such quality as to be clinically acceptable for diagnostic purposes according to standardized techniques and procedures.
- Complete laboratory procedures, including pouring, trimming, and study casts, fabricating custom impression trays from preliminary impressions.
- Exercise sound clinical judgment with awareness of values and attitudes as evidenced by appropriate performance in class, clinical, and laboratory experiences.
- Demonstrate communication skills by interacting with patients and colleagues with ease and effectiveness.
- Provide oral health instruction including plaque control programs and basic dietary counseling.
- Participate effectively in public health programs and continue professional education.
- Abide by the professional code of ethics, know and abide by the state laws applicable to dentistry.

CERTIFICATE OF COMPLETION CURRICULUM, DENTAL ASSISTING (16 CREDITS)		• = Suggested Semester				
Course	Title	Cr	1	2	3	4
Dental Requirements (16 credits)						
DENT 100	Essentials of Dental Assisting	3	•			
DENT 100L	Essentials of Dental Assisting Lab	3	•			
DENT 103	Dental Materials	1	•			
DENT 103L	Dental Materials Lab	2	•			
DENT 105	Dental Sciences	2	•			
DENT 106	Dental Radiography	1	•			
DENT 106L	Dental Radiography Lab	1	•			
DENT 108	Clinical Externship	3	•			
TOTAL		16				
<i>The issuance of a Certificate of Completion requires that the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses required in the certificate.</i>						
<i>Please note: In order to receive the Certificate of Completion in Dental Assisting, a grade of "C" or higher is required in each course.</i>						

MEDICAL ASSISTING CURRICULA

Special Admission Requirements for Medical Assisting: Additional information is listed in the "Special Requirements for programs in Health Career Education" section. Acceptance into the Medical Assisting program is on a first-qualified, first-accepted basis with a minimum score of 74 on the COMPASS reading test (or equivalent) and placement at MATH 24. Successful completion of the Certificate of Achievement in Medical Assisting or program director approval is required for entry into the A.S. degree program. Attendance at an orientation session is also required.

Preparation for Medical Assisting: There are no prerequisite courses that must be completed prior to program entry; however, First Aid and CPR certifications are required before the tenth week of the first semester of the program.

MEDA Program Accreditation Information:

Commission on Accreditation of Allied Health Education Programs (CAAHEP) on recommendation of the Committee on Accreditation for Medical Assistant Education (also known as the Curriculum Review Board of the American Association Of Medical Assistants' Endowment)
20 N. Wacker Drive, Suite 1575
Chicago, Illinois 60606-2903
Phone: (312) 899-1500 or 1-800-228-2262

**ASSOCIATE IN SCIENCE DEGREE,
MEDICAL ASSISTING
(62 SEMESTER CREDITS)**

Program Description: The Medical Assisting curriculum is designed to prepare students to assist physicians, in private medical offices and clinics and hospital outpatient clinics, with patient care as well as with routine office laboratory and diagnostic tests (clinical medical assisting). In addition, students are prepared to perform administrative medical office and business practices and procedures (administrative medical assisting).

The Associate in Science degree program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Committee on Accreditation for Medical Assistant Education (also known as the Curriculum Review Board of the American Association of Medical Assistants' Endowment). Associate degree graduates are qualified to write the national certification examination of the American Association of Medical Assistants, Inc.

Program Competencies: Upon successful completion of the Associate in Science degree in Medical Assisting, the student should be able to:

- Function in the professional role of the Medical Assistant under direct supervision of a licensed physician.
- Perform clinical patient care skills safely while assisting the physician with examination and treatments.
- Assist the physician in appraisal of the health status of patients through the application of diagnostic concepts and procedures, with prescribed diagnostic tests, followup care, and treatment.
- Collect routine laboratory specimens for processing safely and following acceptable procedures; perform routine office diagnostic tests and procedures accurately.
- Prepare the back office and the front office, equipment, and supplies to facilitate smooth functioning and flow of patients.
- Implement effective communication skills both written and oral, verbally and non-verbally, with patients, physicians, and other Healthcare team professionals.
- Recognize ethical and legal responsibilities in patient management and in the physician's practice, adhering to legal and governmental safety standards for patient care and record maintenance.
- Apply the basic concepts of medical economics to analyze and evaluate situations involving the delivery of and payment for medical care services.
- Recognize emergency situations and administer emergency first aid and cardiopulmonary resuscitation.
- Coordinate and prepare patients for specialized treatment and diagnostic procedures.
- Understand common cardiac arrhythmias and their treatment.
- Demonstrate knowledge of disease processes and alterations of function in body systems and relate to patient care.
- Function and demonstrate professional characteristics expected of a beginning practicing Medical Assistant.
- Function effectively as healthcare team member in the delivery of quality patient care through knowledge and skill as a Medical Assistant.

ASSOCIATE IN SCIENCE CURRICULUM, MEDICAL ASSISTING (62 CREDITS)		
Course	Title	Cr
General Education Requirements (16 credits)		
ENG 100	Composition I	3
FAMR 230	Survey of Human Growth and Development	3
ZOOL 141	Human Anatomy and Physiology I	3
ZOOL 141L	Human Anatomy and Physiology Lab I	1

KCC AS/AH	AS Arts & Humanities Elective (100 level or higher)	3
MATH 100 or higher level mathematics	Survey of Mathematics	3
Support Courses (8 credits)		
HLTH 250	Basic Cardiac Arrhythmias	3
HLTH 252	Pathophysiology	3
MLT 100	Introduction to the Clinical Laboratory	2
Medical Assisting Courses (38 credits)		
MEDA 101	Understanding the Ambulatory Care Patient	1
MEDA 102	Communications in the Medical Office	1
MEDA 103	Mathematical Concepts for the Medical Assistant	1
MEDA 104	Basic Nutrition for the medical Assistant	1
MEDA 111	Medical Assisting Science I	3
MEDA 121	Clinical Medical Assisting I	1
MEDA 121L	Clinical Medical Assisting Lab I	1
MEDA 122	Clinical Medical Assisting II	1
MEDA 122L	Clinical Medical Assisting Lab II	1
MEDA 143	Administrative Medical Assisting I	3
MEDA 152	Medical Assisting Science II	3
MEDA 163	Administrative Medical Assisting II	3
MEDA 175	Administration of Medications	1
MEDA 201	Medical Law and Ethics	2
MEDA 210	Medical Assisting Critique	1
MEDA 215	Externship	5
MEDA 222	Advanced Clinical Medical Assisting	2
MEDA 271	Coding for the Physician's Office	5
MEDA 280	Medical Office Management	2
TOTAL		62

The issuance of an AS degree requires that the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses applicable toward the degree. Please refer to the "Degree and Certificate Programs" section for a list of AS Arts & Humanities elective courses.

Please note: For the AS degree in Medical Assisting a grade of "C" or higher must be maintained in all required courses.

CERTIFICATE OF ACHIEVEMENT, MEDICAL ASSISTING (37 SEMESTER CREDITS)

Program Description: This program provides a career ladder in medical assisting. Certificate graduates may continue their course of study and earn an Associate in Science degree in Medical Assisting.

This Certificate of Achievement program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Committee on Accreditation for Medical Assistant Education (also known as the Curriculum Review Board of the American Association of Medical Assistants' Endowment).

Certificate of Achievement graduates are qualified to write the national certification examination of the American Association of Medical Assistants, Inc.

Program Competencies: Upon successful completion of the Certificate of Achievement in Medical Assisting, the student should be able to:

- Function in the professional role of the Medical Assistant under direct supervision of a licensed physician.
- Perform clinical patient care skills safely while assisting the physician with examination and treatments.
- Assist the physician in appraisal of the health status of patients through the application of diagnostic concepts and procedures, with prescribed diagnostic tests, follow-up care, and treatment.
- Collect routine laboratory specimens for processing safely and following acceptable procedures; perform routine office diagnostic tests and procedures accurately.
- Prepare the back office and the front office, equipment, and supplies to facilitate smooth functioning and flow of patients.
- Implement effective communication skills both written and oral, verbally and non-verbally, with patients, physicians, and other Healthcare team professionals.
- Recognize ethical and legal responsibilities in patient management and in the physician's practice, adhering to legal and governmental safety standards for patient care and record maintenance.
- Apply the basic concepts of medical economics to analyze and evaluate situations involving the delivery of and payment for medical care services.
- Recognize emergency situations and administer emergency first aid and cardiopulmonary resuscitation.
- Function and demonstrate professional characteristics expected of a beginning practicing Medical Assistant.
- Function effectively as healthcare team member in the delivery of quality patient care through knowledge and skill as a Medical Assistant.

CERTIFICATE OF ACHIEVEMENT CURRICULUM, MEDICAL ASSISTING (37 CREDITS)		
Course	Title	Cr
Support Courses (8 credits)		
ENG 22 or higher level English course	Beginning Composition	3
MATH 24 or higher level mathematics course	Elementary Algebra I	3
MLT 100	Introduction to the Clinical Laboratory	2
Medical Assisting Courses (29 credits)		
MEDA 101	Understanding the Ambulatory Care Patient	1
MEDA 102	Communications in the Medical Office	1
MEDA 103	Mathematical Concepts for the Medical Assistant	1
MEDA 104	Basic Nutrition for the Medical Assistant	1
MEDA 111	Medical Assisting Science I	3
MEDA 121	Clinical Medical Assisting I	1
MEDA 121L	Clinical Medical Assisting Lab I	1
MEDA 122	Clinical Medical Assisting II	1
MEDA 122L	Clinical Medical Assisting Lab I	1
MEDA 143	Administrative Medical Assisting I	3
MEDA 152	Medical Assisting Science II	3

MEDA 163	Administrative Medical Assisting II	3
MEDA 175	Administration of Medications	1
MEDA 201	Medical Law and Ethics	2
MEDA 210	Medical Assisting Critique	1
MEDA 215	Externship	5
	TOTAL	37

The issuance of a Certificate of Achievement requires that the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses required in the certificate.

Please note: For the Certificate of Achievement in Medical Assisting, a grade of "C" or higher must be maintained in all required courses.

MEDICAL LABORATORY TECHNICIAN CURRICULUM

ASSOCIATE IN SCIENCE, MEDICAL LABORATORY TECHNICIAN (70-73 SEMESTER CREDITS)

Program Description: This curriculum is designed to prepare students to perform many laboratory procedures and to operate and care for laboratory equipment. Graduates of this program will be eligible to write the national registry examination for MLT given by the American Society of Clinical Pathologists (ASCP) and/or the national examination for CLT given by the National Credentialing Agency for Laboratory Personnel, Inc. (NCA). When certified, the MLT graduate will meet the requirements to become licensed to work in the State of Hawai'i as a Medical Laboratory Technician.

Special Admission Requirements for Medical Laboratory Technician: Additional information is listed in the "Special Requirements for programs in Health Career Education" section.

Admission to the Medical Laboratory Technician program is on a first-qualified, first-accepted basis. The prerequisite courses must be completed or in process of being completed prior to application to the program. First Aid and one rescuer CPR certification is required by January 1, prior to program entry. Courses transferred from accredited institutions are accepted if course descriptions and competencies are consistent with or at a higher level than KCC courses listed as prerequisites. The requirement for MLT 100 may be waived for individuals certified as phlebotomists with one year of clinical laboratory experience.

MLT Program Accreditation Information:

National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
8410 West Bryn Mawr, Suite 670
Chicago, Illinois 60631
Phone: (773) 714-8880

Program Competencies: Upon successful completion of the Associate in Science degree in Medical Laboratory Technician, the student should be able to:

- Perform routine clinical laboratory procedures within acceptable quality control parameters in Hematology, Chemistry, Immunohematology, and Microbiology under the general supervision of a Clinical Laboratory Scientist or Pathologist.
- Demonstrate technical skills, social behavior, and professional awareness incumbent upon a laboratory

technician as defined by the American Society for Clinical Laboratory Science and the American Society of Clinical Pathologists.

- Effect a transition of information and experiences learned in the MLT program to employment situations and performance on the written examinations conducted by the American Society of Clinical Pathologists and/or the National Certifying Agency for Clinical Laboratory Personnel.
- Apply systematized problem solving techniques to identify and correct procedural errors, identify instrument malfunctions and seek proper supervisory assistance, and verify the accuracy of laboratory results obtained.
- Operate and maintain laboratory equipment, utilizing appropriate quality control and safety procedures.
- Perform within the guidelines of the code of ethics of the American Society for Clinical Laboratory Science, the American Society of Clinical Pathologists, and the restrictions established by state and local regulatory groups.
- Recognize and participate in activities which will provide current knowledge and upgrading of skills in laboratory medicine.

ASSOCIATE IN SCIENCE CURRICULUM, MEDICAL LABORATORY TECHNICIAN (70-73 CREDITS)		
Course	Title	Cr
General Education Requirements (15 - 18 credits)		
ENG 100	Composition I	3
MATH 103 or	Fundamentals of College Algebra	3
BIOL 130 or BIOL 171 or ZOOL 141 and ZOOL 142	Anatomy and Physiology General Biology I Human Anatomy and Physiology I Human Anatomy and Physiology II	3-6
KCC AS/SS	AS Social Sciences Elective (100 level or higher)	3
KCC AS/AH	AS Arts & Humanities Elective (100 level or higher)	3
General Support Courses (13 credits)		
CHEM 161	General Chemistry I	3
CHEM 161L	General Chemistry I Laboratory	1
CHEM 162	General Chemistry II	3
CHEM 162L	General Chemistry II Laboratory	1
MICR 130	General Microbiology	3
MICR 161	Immunology and Protein Chemistry	2
Medical Laboratory Technician Courses (42 credits)		
MLT 100	Introduction to the Clinical Laboratory	2
MLT 100B	Phlebotomy Practicum	1
MLT 107	Clinical Microbiology I	3
MLT 108	Hematology	5
MLT 112	Clinical Biochemistry I	3
MLT 118	Body Fluids	1
MLT 204	Immunohematology	2
MLT 207	Clinical Microbiology II	3
MLT 211	Clinical Microscopy	1
MLT 212	Clinical Biochemistry II	4
MLT 240	Seminar	1
MLT 242B	Clinical Rotation II - Blood Bank	2
MLT 242C	Clinical Rotation II – Chemistry	5
MLT 242D	Clinical Rotation II – Microbiology	5

MLT 242E	Clinical Rotation II – Hematology	4
TOTAL		70-73
<p><i>The issuance of an AS degree requires that the student must earn a GPR of 2.0 or higher for all courses applicable toward the degree.</i></p> <p><i>Please note: Clinical rotation is conducted in affiliated community hospitals and laboratories and involves a regular workweek of 40 hours for 18 weeks. Hours are scheduled by clinical staff and may include an evening shift. For the AS degree in MLT a grade of "C" or higher must be maintained in all required courses to continue in this program. A student who does not satisfactorily complete the required courses as scheduled must have the program director's approval to continue in the program.</i></p>		

OCCUPATIONAL THERAPY ASSISTANT CURRICULUM

ASSOCIATE IN SCIENCE, OCCUPATIONAL THERAPY ASSISTANT (69 - 72 SEMESTER CREDITS)

Program Description: : This curriculum is designed to prepare students to work under the supervision of a registered occupational therapist with clients who need to improve their independence in functional activities relating to activities of daily living, work or play/leisure as a result of injury, illness, the aging process, developmental delays, poverty, or cultural differences. These remediation activities take place in a variety of health care facilities such as hospitals, clinics, rehabilitation centers, public and private schools, nursing homes, home care settings and emerging areas of practice. Students have faculty-supervised clinical learning experiences in a variety of these settings.

The Occupational Therapy Assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220 (1-800-729-2682) (www.aota.org).

Graduates of the program will be able to sit for the national certification examination for the occupational therapy assistant administered by the national Board for Certification in Occupational therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Many states other than Hawai'i require licensure in order to practice; however state licenses are usually based on the results of the NBCOT Certification Examination. Recertification occurs every three years.

Students successfully completing the first semester of the program will receive a Certificate of Competence in Activity Aide (5 credits) to work in long-term care settings.

Special Admission Requirements for Occupational Therapy Assistant: Additional information is listed in the "Special Requirements for Programs in Health Career Education" section. Acceptance into the Occupational Therapy Assistant program is on a first-qualified, first-accepted basis with qualification for ENG 100 on the English placement test (or equivalent), qualification for or completion of MATH 24 or higher on the Math placement test, and attendance at an OTA information session.

Preparation for OTA Program: Prerequisite courses that must be completed prior to program entry are: BIOL 130, ENG 100, AS Humanities course (100 level or higher, PHIL 250 recommended), Math or Logical Thinking course (MATH 100 or MATH 100H or higher, PHIL 110), HLTH 125, HLTH 160 or HLTH 280, and AS.Social Sciences course (100 level or higher).

Applicants may take support courses before taking OTA courses to lessen credit load during the program. OTA 110 may also be completed before entering the OTA program. First Aid and CPR (infant and child, 2 rescuer) certification is required **before** beginning second semester fieldwork.

Program Competencies: Upon successful completion of the Associate in Science degree in Occupational Therapy Assistant, the student should be able to:

1. Apply to the practice of occupational therapy a basic knowledge of the anatomy and physiology of the human body and needs pertinent to human growth and development, disease conditions and processes, basic psychology, and mental health concepts.
2. Describe the role of sociocultural, socioeconomic, diversity factors and lifestyle choices in contemporary society.
3. Describe the meaning and dynamics of occupation and activity including the interaction of areas of occupation, performance skills, performance patterns, activity demands, context(s), and client factors.
4. Explain to consumers, potential employers, colleagues, third-party payers, regulatory boards, policymakers, other audiences and the general public both the unique nature of occupation as viewed by the profession of occupational therapy and the value of occupation to support participation in context(s) for the client.
5. Use the American Occupational therapy Association (AOTA) Code of Ethics, Core Values and Attitudes of Occupational Therapy Practice and AOTA standard of Practice as guides for ethical decision making in professional interactions, client interventions and employment setting.
6. Explain the need for supervisory roles, responsibilities and collaborative professional relationships between the occupational therapist and the occupational therapy assistant.
7. Describe and apply the theories, models of practice and frames of reference that underlie the practice of occupational therapy.
8. Administer selected evaluations using appropriate procedures and protocols and use occupation for the purpose of assessment.
9. Assist with the development of occupation-based intervention plans and strategies based on stated needs of the client.
10. Select and apply direct occupational therapy interventions and procedures to enhance safety, wellness and performance in activities of daily living (ADL), instrumental activities of daily living (IADL), education, work play, leisure and social participation.
11. Analyze tasks relative to areas of occupation, performance skills, performance patterns, activity demands, context(s), and client factors to implement the intervention plan.
12. Grade, adapt and modify the environment, tools, materials and occupations and interventions to reflect the changing needs of the client and the sociocultural context.
13. Provide therapeutic use of self including one's personality, insights, perceptions and judgments as part of the therapeutic process in both individual and group interaction.
14. Use the teaching-learning process and effectively interact through written, oral and nonverbal communication with client, family, significant others, colleagues, other health providers and the public.
15. Document occupational therapy services to ensure accountability of service provision and to meet standards for reimbursement of services, adhering to applicable facility, local, state, federal, and reimbursement agencies, communicating the need and rationale for occupational therapy services appropriate to the context in which the service is being delivered.
16. Educate and train the client, caregiver, family, and significant others to facilitate skills in areas of occupation as well as prevention, health maintenance, and safety in the home and community.

17. Use sound judgment in regard to safety of self and others, and adhere to safety regulation throughout the occupational therapy process.
18. Explain the role of occupation in the promotion of health and the prevention of disease and disability for the individual, family, and society.
19. Identify personal and professional abilities as they relate to job responsibilities, how the role of a professional is enhanced by knowledge of and involvement in professional associations and strategies for ongoing professional development.
20. Demonstrate entry level competency during Fieldwork I and II in a variety of clinic settings correlating with curriculum goals and academic instruction with appropriate fieldwork educators.
21. Complete all academic and fieldwork requirements for an Associate of Science Degree for Occupational Therapy Assistant and qualify to take the National Board of Certification of Occupational Therapy (NBCOT) exam to become a Certified Occupational Therapy Assistant (COTA).

ASSOCIATE IN SCIENCE CURRICULUM, OCCUPATIONAL THERAPY ASSISTANT (69-72 CREDITS)		
Course	Title	Cr
General Education Requirements (15 - 18 credits)		
ENG 100	Composition I	3
MATH 100 or higher level mathematics	Survey of Mathematics	3
BIOL 130 or ZOOL 141 and ZOOL 142	Anatomy and Physiology	3 - 6
FAMR 230	Survey of Human Growth and Development	3
KCC AS/AH	AS Arts & Humanities elective (PHIL 250 recommended)	3
Support Courses (4 credits)		
HLTH 118	Therapeutic Interpersonal Skills	3
HLTH 125	Survey of Medical Terminology	1
Occupational Therapy Courses (50 credits)		
OTA 110	Introduction to Occupational Therapy	3
OTA 111	Foundations of Occupational Therapy Practice	1
OTA 112	OT Concepts for Pediatrics	3
OTA 112L	Pediatric Concepts Lab	1
OTA 119	Therapeutic Activities	2
OTA 125	Fieldwork Level I: Activity and Mental Health	2
OTA 126	Critique: Fieldwork Level I /Activity and Mental Health	1
OTA 161	Mental Health Concepts	3
OTA 161L	Mental Health Concepts Lab	1
OTA 172	Management Concepts	3
OTA 224	Health Concepts for the Elderly	3
OTA 224L	Elderly Concepts Lab	1
OTA 232	Fieldwork Level I: Physical Dysfunction/Developmental/ Educational	2
OTA 233	Critique: Fieldwork Level I/ Physical Dysfunction and Developmental/Educational	1
OTA 236	Fundamentals of Assistive Technology	3
OTA 236L	Assistive Technology Lab	1

OTA 237	Physical Dysfunction Concepts	3
OTA 237L	Physical Dysfunction Concepts Lab	1
OTA 249	Professional Concepts	2
OTA 249L	Professional Concepts Lab	1
OTA 270	Fieldwork Level II A	6
OTA 271	Fieldwork Level II B	6
TOTAL		69 - 72

The issuance of an AS degree requires that the student must earn a GPR of 2.0 or higher for all courses applicable toward the degree. A list of KCC AS/AH elective courses is in the "Degree and Certificate Programs" section.

PHYSICAL THERAPIST ASSISTANT CURRICULUM

ASSOCIATE IN SCIENCE, PHYSICAL THERAPIST ASSISTANT (72 SEMESTER CREDITS)

Program Description: The purpose of this curriculum is to prepare students for licensure and employment as a Physical Therapist Assistant (PTA) in Hawai'i and the United States with the knowledge and abilities to provide care in the variety of settings requiring the rehabilitation of patients who were born with a disability or are disabled as a result of illness, injury, or accident. The Physical Therapist Assistant works under the direction and supervision of Licensed Physical Therapists (PTs). PTAs implement the plan of care developed by the PT following the standards in the American Physical Therapy Association (APTA) Guide to Physical Therapist Practice, APTA Core Values, individual state practice acts and the APTA policies. The PTA program is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE).

Special Admission Requirements for Physical Therapist Assistant: Additional information is listed in the "Special Requirements for programs in Health Career Education" section. Admission to the Physical Therapist Assistant (PTA) program is based on meeting all the requirements for admission by the set deadlines including completion of all required prerequisite courses with a grade of "C" or higher, college grade point average, attendance at a mandatory program information session, and minimum 16 hour clinical observation. The top 20 candidates meeting the above requirements will be selected for admission to the program. Official transcripts of completed coursework and verification of coursework in progress must be received by May 31 of the admission year.

Preparation for PTA Program: The Pre-PTA sequence of courses MUST be completed prior to program entry. Courses transferred from accredited institutions are accepted if course descriptions and competencies are consistent with or at a higher level than KCC courses listed as acceptable prerequisites.

Program Prerequisites: Prerequisite courses must be completed with a grade of "C" or higher prior to program entry. Courses may be completed or in process of completion prior to application to the program. Equivalent courses from accredited institutions may be accepted for transfer. All required HLTH courses, except for HLTH 125, 290 and 290L, which are prerequisites, may be taken prior to program entry on a space available basis or they must be taken in the semester in which they are scheduled.

PTA Program Accreditation Information:

Commission on Accreditation in Physical Therapy Education (CAPTE)
 American Physical Therapy Association
 1111 N. Fairfax Street
 Alexandria, Virginia 22314
 Phone: (703) 706-5300

Program Competencies: Upon successful completion of the Associate in Science degree in Physical Therapist Assistant, the student should be able to:

- Demonstrate entry-level competency of all required skills of a PTA for employment in the variety of PT clinical settings applying the knowledge of human anatomy, physiology, pathophysiology, kinesiology and psychosocial, cultural and spiritual principles to the rehabilitation treatment process.
- Competently perform as a PTA adhering to the ethical codes of conduct, APTA core values, and legal and safety standards of the profession.
- Competently implement the plan of care and intervention goals in a safe, effective, efficient and appropriate manner as directed by the physical therapist.
- Competently interact/communicate with patients, families, significant others and other health care providers about the plan of care required in the rehabilitation process.
- Report and record client data, which effectively communicates the need and rationale for physical therapy intervention using appropriate medical terminology.
- Advocate for the profession and client as well as provide service to the professional organization activities, and identify career development and lifelong learning opportunities.
- Qualify to take the National Physical Therapist Assistant licensing Examination.

AS DEGREE CURRICULUM, PHYSICAL THERAPIST ASSISTANT (72 CREDITS)			
Course	Title	Cr	
General Education Requirements (15 credits) program prerequisites			
ENG 100	Composition I	3	
MATH 100 or higher level mathematics	Survey of Mathematics	3	
FAMR 230	Survey of Human Growth and Development	3	
PHYS 100	Survey of Physics	3	
PHIL 250 or KCC AS/AH	Ethics in Health Care (highly recommended) AS Arts & Humanities Elective	3	
Other program prerequisites (11 credits)			
SP 181	Interpersonal Communication	3	
ZOOL 141, ZOOL 141L	Human Anatomy and Physiology I (3)	8	
ZOOL 142, ZOOL 142L	Human Anatomy and Physiology Laboratory I (1) Human Anatomy and Physiology II (3) Human Anatomy and Physiology Laboratory II (1)		
Health Courses (14 credits)			
HLTH 125	Survey of Medical Terminology (credit by exam is acceptable)		1
HLTH 201	Transfers, Positioning, Mobility, and Assistive Devices	1.5	
HLTH 203	Therapeutic Exercise	3	

HLTH 206	Massage	1.5
HLTH 270	Aging and Rehabilitation (Strongly recommended to be taken prior to admission to the PTA program)	1
HLTH 280	Disease and Disability for Rehabilitation	3
HLTH 290	Kinesiology	2
HLTH 290L	Kinesiology Laboratory	1
Physical Therapist Assistant Courses (32 credits)		
PTA 101	Professional Issues I: Introduction to Physical Therapy	1
PTA 202	Thermal Agents	2
PTA 204	Traction	1.5
PTA 205	Measurement for the Physical Therapist Assistant	1.5
PTA 212	Physical Therapy Intervention for Neuropathologies	2
PTA 231	Professional Issues II: Documentation	2
PTA 232	Clinical Internship I	3
PTA 242	Advanced Therapeutic Interventions	3
PTA 243	Therapeutic Exercise for Orthopedic Conditions	3
PTA 251	Professional Issues III: Employment & Quality Assurance	1
PTA 252	Clinical Internship II	3
PTA 260	Clinical Internship III	6
PTA 265	Electrotherapy	1
PTA 265L	Electrotherapy Lab	1
PTA 275	Pediatrics for the Physical Therapist Assistant	1
TOTAL		72

The issuance of an AS degree requires that the student must earn a GPR of 2.0 or higher for all courses applicable toward the degree. A grade of "C" or higher must be maintained in all required courses in order for the student to continue in the PTA program.

A list of KCC AS/AH elective courses is in the "Degree and Certificate Programs" section.

RADIOLOGIC TECHNOLOGY CURRICULUM

ASSOCIATE IN SCIENCE, RADIOLOGIC TECHNOLOGY (89 SEMESTER CREDITS)

Program Description: This program includes a combination of subject matter and faculty-supervised clinical experiences designed to prepare a person for the safe operation of X-ray equipment in clinical settings under the supervision of a radiologist or other physician. Satisfactory completion of the requirements for the AS degree permits the student to take the qualifying examinations of the AART, which is accepted by the Hawai'i Board of Radiologic Technology for State licensure. This program is accredited by the JRCERT.

Special Admission Requirements for Radiologic Technology: Additional information is listed in the "Special Requirements for programs in Health Career Education" section. Acceptance into the Radiologic Technology

program is on a best-qualified, first-accepted basis. Qualifying English test score (13.0 or equivalent) and math placement (MATH 135) must be obtained prior to submitting an application. Satisfactory completion (grade of "C" or higher) of MATH 135, ENG 100, BIOL 130, BIOL 130L, and HLTH 125 is required prior to application.

Radiologic Technology Program Accreditation Information:

Joint Review Committee on Education
in Radiologic Technology (JRCERT)
20 N. Wacker Drive, suite 2850
Chicago, Illinois 60606-3182
Phone: (312) 704-5300
www.jrcert.org

Program Competencies: Upon successful completion of the Associate in Science degree in Radiologic Technology, the student should be able to:

- Given a Radiology Department situation, demonstrate work habits and behavior appropriate to the profession.
- Given a Radiology Department situation, identify all patients who should be given emergency care according to the standards maintained by the affiliated hospital.
- Given any patient requiring emergency care, perform the appropriate emergency procedures which could include external cardiac resuscitation, lung ventilation, and/or administering oxygen to the standards maintained by the affiliated hospital.
- Given any patient requiring an injection or having a contagious disease or operative procedure, the student will maintain asepsis in all such cases to the standards maintained by the affiliated hospitals.
- Given any patient, instruct the patient by whatever method can best be understood including interpreter, sign language, and/or demonstration, what the examination requires including breathing techniques and what items must be removed from his/her person which would cause an artifact or obscure possible pathology to obtain a diagnostic radiograph to the standards of the supervising radiologists.
- Given an ambulatory patient, a wheelchair patient, or a gurney patient, physically assist or move the patient into each of the required positions for all radiological examinations by using the medically accepted standard of body mechanics methods and without injuring himself/herself or the patient.
- Given any patient for radiographic and fluoroscopic procedures, maintain radiation protection measures to minimize radiation exposure to oneself and the patient as stated in the National Council on Radiation Protection Measurements Report.
- Given any patient, evaluate the diagnosis, the age, and the body habitus, and select the accurate technical exposure factors to obtain a diagnostic radiograph to the standards of the supervising radiologists.
- Given a patient, take diagnostically acceptable radiographs of any or all parts of the body (anatomy) to the standards of the supervising radiologists.
- Given a standard processing room, store, handle, and process any or all film using either manual or automatic processing, without artifacts, to the departmental standards of the affiliated hospitals.
- Use oral and written medical communication effectively and accurately.
- Demonstrate knowledge of human structure, function, and pathology.
- Adapt exposure factors for various patient conditions, equipment, accessories, and contrast media to maintain appropriate radiographic quality.
- Evaluate radiographic images for appropriate positioning and image quality.
- Evaluate the performance of radiographic systems, know the safe limits of equipment operation, and report malfunctions to the proper authority.
- Exercise independent judgment and discretion in the technical performance of medical imaging procedures.
- Given any patient, obtain and prepare the patient information for billing and film identification for all radiologic procedures and retrieve such information including previous radiographs to the standards of the affiliated hospitals.
- Given an objective, multiple choice test administered by the American Registry of Radiologic Technologists relating to and including items from the following subject areas: Radiographic Techniques and Positioning, Anatomy and Physiology, X-ray Physics, Image Processing, Special Procedures, Radiation Protection, Professional Ethics, Patient Care, and Medical Terminology; answer correctly 75% of the questions.

ASSOCIATE IN SCIENCE CURRICULUM, RADIOLOGIC TECHNOLOGY (89 CREDITS)		• = Suggested Semester P=PreProgram S=Summer				
Course	Title	Cr	1	2	3	4
General Education Requirements (18 credits)						
ENG 100	Composition I	3	P			
MATH 135	Elementary Functions	3	P			
KCC AS/AH	AS Arts & Humanities Elective (100 level or higher). PHIL 250, Ethics in Health Care, is strongly recommended.	3	•			
KCC AS/SS	AS Social Sciences Elective (100 level or higher)	3		•		
BIOL 130	Anatomy and Physiology Laboratory	4	P			
BIOL 130L	Anatomy and Physiology Laboratory	1	P			
HLTH 125	Survey of Medical Terminology	1	P			
Radiologic Technology Courses (71 credits)						
RAD 100	Introduction to Radiologic Technology	3	•			
RAD 100L	Introduction to Radiologic Technology Laboratory	2	•			
RAD 105	Radiologic Pharmacology	2	•			
RAD 110	Radiologic Technique	3		•		
RAD 110L	Radiologic Technique Laboratory	2		•		
RAD 120	Radiologic Physics	3		•		
RAD 140	Hospital Radiographic Technique I	6	•			
RAD 141	Hospital Radiographic Technique II	5		•		
RAD 142	Hospital Radiographic Technique III	7		S		
RAD 149	Radiographic Film Critique I	1		•		
RAD 150	Radiographic Film Critique II	1		S		
RAD 200	Advanced Radiologic Positioning	3			•	
RAD 200L	Advanced Radiologic Positioning Laboratory	2			•	
RAD 210	Advanced Radiologic Technique	3			•	
RAD 230	Special Radiographic Procedures	3				•
RAD 230L	Special Radiographic Procedures Laboratory	2				•
RAD 240	Hospital Radiographic Technique IV	7			•	
RAD 241	Hospital Radiographic Technique V	6				•
RAD 242	Hospital Radiographic Technique VI	5				S
RAD 248	Radiographic Film Critique III	1			•	
RAD 249	Radiographic Film Critique IV	1				•
RAD 255	Applied Radiologic Principles	1				•
RAD 260	Radiation Biology and Protection	2				S
TOTAL		89				
<p><i>The issuance of an AS degree requires that the student must earn a cumulative grade point ratio (GPR) of 2.0 or higher for all courses applicable toward the degree.</i></p> <p><i>Please note: Students must earn a grade of "C" or higher in BIOL 130 and BIOL 130L and complete the courses not more than 5 years prior to the RAD program application deadline.</i></p>						

RESPIRATORY CARE CURRICULUM

ASSOCIATE IN SCIENCE, RESPIRATORY CARE (101 SEMESTER CREDITS)

Program Description: Respiratory Care is a 101 credit program that requires 29 credits of liberal arts and sciences prior to entering the six semesters of professional training and 12 credits of arts and science electives.

Special Admission Requirements for Respiratory Care: Additional information is listed in the "Special Requirements for programs in Health Career Education" section. The Pre-Respiratory courses must be completed prior to entry into the program. Completion of and grades in these courses will be considered in the process of selecting students for the program. Respiratory Care program courses must be taken at KCC; other preparatory courses may be completed at another college. Attendance at a program information and orientation session is also required. Admission to the Respiratory Care program is based on a best-qualified, competitive selection of students.

The criteria for selection include:

- (1.) Three letters of reference;
- (2.) Essay;
- (3.) Interview;
- (4.) Grades for prerequisite courses;
- (5.) Attendance at a program information and orientation session.

Official transcripts of completed coursework and verification of coursework in progress must be received by April 30th. Grade reports for spring semester courses must be received by May 30th.

Preparation for Respiratory Care: The Pre-Respiratory courses (pre-program courses) must be completed or in the process of completion prior to application to the program. The Pre-Respiratory courses (29 credits) MUST be completed prior to program entry.

Respiratory Care Program Accreditation Information:
Committee on Accreditation for Respiratory Care (CoARC)
1248 Harwood Road
Bedford, Texas 76021-4244
Phone: (817) 283-2835 or 1-800-874-5615
www.coarc.com

Program Competencies: Upon successful completion of the Associate in Science degree in Respiratory Care, the student should be able to:

- Perform the advanced-level job description of a respiratory therapist.
- Assimilate and apply relevant knowledge necessary to function competently as an advanced-level therapist.
- Perform technical and clinical skills necessary to function competently as an advanced-level therapist.
- Demonstrate professional behavior skills necessary to function competently as an advanced-level therapist.

ASSOCIATE IN SCIENCE CURRICULUM, RESPIRATORY CARE (101 CREDITS)		
Course	Title	Cr
General Education Requirements (15 credits) pre-program		
ENG 100	Composition I	3
MATH 100 or higher level mathematics	Survey of Mathematics	3
MICR 130	General Microbiology	3
KCC AS/AH	AS Humanities Elective (100 level or higher)	3
PSY 100	Survey of Psychology	3
Other Pre-Program Courses (14 credits)		
CHEM 100 or higher	Chemistry and Man	3
HLTH 125	Survey of Medical Terminology	1
MICR 140	General Microbiology Laboratory	2
ZOOL 141	Human Anatomy and Physiology I	3
ZOOL 141L	Human Anatomy and Physiology Laboratory I	1
ZOOL 142	Human Anatomy and Physiology II	3
ZOOL 142L	Human Anatomy and Physiology Laboratory II	1
Respiratory Care Courses (60 credits)		
RESP 100	Respiratory Care Profession	1
RESP 101	Sciences for Respiratory Care	3
RESP 200	Cardiopulmonary Pathophysiology	3
RESP 201	Cardiopulmonary Anatomy and Physiology	3
RESP 202	Clinical Practice I	5
RESP 203	Respiratory Care Techniques I	3
RESP 211	Introduction to Mechanical Ventilation	2
RESP 212	Clinical Practice II	5
RESP 213	Respiratory Care Techniques II	3
RESP 218	Cardiopulmonary Pharmacology	3
RESP 222	Clinical Practice III	5
RESP 229	Advanced Cardiac Life Support	2
RESP 301	Neonatal/Pediatric Respiratory Care	3
RESP 302	Clinical Practice IV	4
RESP 312	Clinical Practice V	4
RESP 316	Cardiopulmonary Diagnostics	3
RESP 320	Respiratory Care Seminar I	4
RESP 322	Clinical Practice VI	4
Elective Courses (12 credits)		
	Elective (100 level or higher)	3
	Elective (100 level or higher)	3
	Elective (100 level or higher)	3
	Elective (100 level or higher)	3
TOTAL		101
<i>The issuance of an AS degree requires that the student must earn a GPR of 2.0 or higher for all courses applicable toward the degree.</i>		
<i>Clinical Practice will be in affiliated community hospitals. A grade of "C" or higher must be maintained in all Respiratory Care courses in order for the student to continue in the Respiratory Care program. AS electives are listed on the "Degree and Certificate Programs" section.</i>		

NURSING PROGRAMS

ADULT RESIDENTIAL CARE HOME OPERATOR TRAINING CURRICULUM

CERTIFICATE OF COMPETENCE, ADULT RESIDENTIAL CARE HOME OPERATOR (3 SEMESTER CREDITS)

Program Description: The three courses in this curriculum are part of the licensure requirements for the Department of Health for Adult Residential Care Home Operators. These operators provide live-in care for up to five persons in the operator's home and serve as their advocate. The residents are often elderly and may be mentally ill, mentally retarded, or have chronic diseases.

Special Admission Requirements for Adult Residential Care Home Operator Training: Applications are accepted on a first completed basis. Applicants must have Nurse Aide training and six months nurse aide employment in a skilled nursing facility, hospital, long term care facility, or licensed home health care agency. Verification of Nurse Aide training and employment experience is required. A minimum reading level of the 8th grade (or Compass test score of 57 or other test equivalent) or a U.S. high school diploma or GED are required for admission to the program. Priority in filling this program is given to qualified residents of the State of Hawai'i. RNs and LPNs should apply for the continuing education ARCH module (telephone 734-9211 for more information).

Program Competencies: Upon successful completion of the Certificate of Competence in Adult Residential Care Home Operator Training, the student should be able to:

- Function as a member of the Adult Residential Care Home team, operating under the rules and regulations of Chapter 100.
- Provide safe, simple basic nursing care to the residents of the Adult Residential Care Home.
- Use correct lines of communication when interacting with resident and regulatory and resource personnel.
- Recognize the legal and ethical responsibility of the Adult Residential Care Home Operator.
- Recognize the resident's rights and responsibilities.
- Assume accountability for own actions and behavior.
- Identify the basic needs of a person in health and illness.
- Recognize the major physical changes in structure and function of the body, especially with aging.
- Provide care that is culturally sensitive.
- Recognize and report significant changes in the resident's mental and physical health status.
- State the requirements for physical care for the terminally ill resident and ways to provide emotional support.

CERTIFICATE OF COMPETENCE CURRICULUM, ADULT RESIDENTIAL CARE HOME OPERATOR TRAINING (3 CREDITS)		
Course	Title	Cr
Nursing Courses (3 credits)		
NURS 12	ARCH Common Diseases, Diets and Medications	1
NURS 13	ARCH Helping Therapies and Behavior Management	1

NURS 14	ARCH Regulations, Accounts, and Community Resources	1
TOTAL		3
<i>The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory.</i>		
<i>In a credit course sequence the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses required in the certificate.</i>		
<i>Please note: In order to receive the Certificate of Competence in ARCH, a grade of "C" or higher is required in NURS 12, NURS 13, and NURS 14</i>		

LONG TERM CARE NURSE AIDE CURRICULUM

CERTIFICATE OF COMPETENCE, LONG TERM CARE NURSE AIDE (6 SEMESTER CREDITS)

Program Description: The Long Term Care Nurse Aide Certificate of Competence includes one course, NURS 9 (150 hours) that prepares entry level nurse aides to provide basic nursing care to the elderly, ill, and disabled in the long term care, subacute and home health settings. Students learn to give basic personal care, communicate with patients and staff, respect resident rights and provide physical and emotional support. Graduates are eligible to take the State of Hawai'i Nurse Assistant Competency Evaluation Exam.

Program Competencies: Upon successful completion of the Certificate of Competence in Long Term Care, the student should be able to:

- Function in the role of the nurse aide as a member of the health care team. under the supervision of the LPN, RN or MD in the subacute, long term care and home settings.
- Demonstrate adherence to resident rights and the legal and ethical responsibilities of the nurse aide.
- Perform basic nursing care safely, respecting cultural differences
- Implement effective communication skills.

CERTIFICATE OF COMPETENCE CURRICULUM, LONG TERM CARE NURSE AIDE (6 CREDITS)		
Course	Title	Cr
Nursing Course (6 credits)		
NURS 9	Long Term Care Nurse Aide	6
TOTAL		6
<i>The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. In order to receive the Certificate of Competence in Long Term Care, a grade of "C" or higher must be earned in NURS 9.</i>		

NURSE AIDE TRAINING CURRICULUM

CERTIFICATE OF COMPETENCE, NURSE AIDE TRAINING (8 SEMESTER CREDITS)

Program Description: Nurse Aide Training is a one course (NURS 16), 240 hour Certificate of Competence that prepares entry level nurse aides to function in acute, subacute, long term care and home health settings. Students will learn to provide basic personal care, communicate with patients and staff, perform simple nursing procedures, and provide basic emotional support to the ill, the elderly and disabled. Graduates are eligible to take the State of Hawai'i Nurse Assistant Competency Evaluation Exam.

The Certificate of Competence in Nurse Aide Training includes a 240 hour course, NURS 16. Applicants are selected on a first-qualified first-selected basis. A minimum reading level of 9th grade (a Compass test score of 61 or other test equivalent or completion of ENG 21 or higher with a "C" or higher) is required for admission to the program. Applicants must not be on probation at Kapi'olani Community College. Priority in filling this program is given to qualified residents of the State of Hawai'i.

Program Competencies: Upon successful completion in the Certificate of Competence in Nurse Aide Training, the student should be able to:

- Function in the role of the Nurse Aide as a member of the health care team. under the supervision of the LPN, RN or MD in the acute, subacute, long term care and home settings.
- Demonstrate adherence to resident rights the legal and ethical responsibilities of the nurse aide.
- Perform basic nursing and selected therapeutic patient care skills safely, and with respect for cultural differences.
- Implement effective communication skills.
- Identify common disorders, their symptoms and related nursing care.

CERTIFICATE OF COMPETENCE CURRICULUM, NURSE AIDE TRAINING (8 CREDITS)		
Course	Title	Cr
Nursing Course (6 credits)		
NURS 16	Nurse Aide Training	8
TOTAL		8
<i>The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. In order to receive the Certificate of Competence in Nurse Aide Training, a grade of "C" or higher is required in NURS 16.</i>		

NURSING CURRICULA

ASSOCIATE IN SCIENCE, NURSING (72 SEMESTER CREDITS)

Program Description: The Associate in Science degree nursing curriculum is a 2 year (five semester) program designed to prepare students for the nursing profession. The program is accredited by the National League for Nursing Accrediting Commission (NLNAC) 61 Broadway, New York, New York 10006. (www.nlnac.org). New students are admitted each semester and are given both theoretical instruction and an opportunity for clinical application of nursing skills as they prepare for entry level practice as registered nurses. After graduates have passed the nursing licensure examination, they will be prepared to fill beginning level positions as Registered Nurses in hospitals, doctor's offices, or other health related institutions, and participating in planning, implementing and evaluating nursing care for clients throughout the life cycle. Graduates will also be eligible for admission to the third year of the Bachelor of Science in Nursing program at UH Mānoa.

Students will be eligible to take the National Licensure Examination-Practical Nurse (NCLEX-PN) after the first year of the program and then may exit the program or continue with the second year. Graduates of the program are eligible to take the NCLEX-RN to become registered nurses.

Special Admission Requirements for the AS degree in Nursing: Special application deadlines for the AS degree in nursing program are: Fall semester entry, December 1 - February 1; Spring semester entry, June 1 - September 1. Minimum requirements for admission to the nursing (Associate in Science degree in Nursing) program are based on satisfactory completion of specified prerequisite support courses, cumulative grade point ratio (GPR) of 2.0 or higher for all courses taken at Kapi'olani Community College, grade point ratio of 2.5 in prerequisite and general support courses, and a National League for Nursing pre-admission examination score of 95 within the past three years. It is required that students have health care insurance. Selection is on a best-qualified basis using the following criteria:

1. Grade point ratio (GPR) for prerequisite and general support courses.
2. National League for Nursing Pre-Admission Examination score.
3. General support courses completed before the application deadline.

Preparation for the AS in Nursing: Prerequisite courses that must be completed, with a grade of "C" or higher, prior to application to the program are: ENG 100; MATH 100; FAMR 230; ZOOL 141; ZOOL 141L; chemistry (1 year high school or 3 college chemistry credits); PSY 100. Applicants may take the remainder of the General Support Courses prior to entering the Nursing program to lessen the credit load during the program.

All students admitted to the Associate in Science degree Nursing program must have current First Aid and CPR certification prior to registration. The minimum requirement for First Aid is a standard first aid certificate. The minimum requirement for CPR is BSL-C (one and two rescuer CPR). It is the responsibility of each student to keep these certifications current throughout enrollment in the nursing program. Health clearance and immunizations must be completed before the start of classes. A grade of "C" or higher must be maintained in all courses in order for the student to continue in the AS degree Nursing program and to graduate from the program. Time limits: Science courses have a 5-year time limit; there is no limit on Chemistry. Readmission to the Associate in Science degree program and repetition of nursing courses is limited. Priority is given to applicants who are qualified residents of the State of Hawai'i. Prerequisite college courses must be completed before enrollment in the first nursing course. Please refer to the "Degree and Certificate Programs" section for a list of KCC AS Humanities courses.

Program Competencies: Upon successful completion of the Associate in Science degree in Nursing, the student should be able to:

- Participate as a member of the health care team, communicating effectively with clients, families, and members of the team.
- Provide teaching to clients, families, and staff which is appropriate to learning needs, cultural values and beliefs, and level of life span development.
- Provide safe, competent nursing care based on integration of facts and principles of biological, psychological, sociological, cultural and spiritual functioning of clients throughout the life span.
- Function within the legal parameters and nursing standards, demonstrating an awareness of ethical issues related to nursing care in various settings.
- Utilize all phases of the nursing process including the evaluation and modification of nursing care as appropriate.
- Be responsible and accountable for own learning and for participation in community and professional activities.
- Organize and manage the care of a small group of clients with alterations in wellness across the life span in various settings, participating as a member of the health care team.

ASSOCIATE IN SCIENCE CURRICULUM, NURSING (72 CREDITS) sequence for fall admission		P = Prerequisite Course R = Required Semester • = Suggested Semester S = Summer						
Course	Title	Cr		1	2	3	4	5
General Education Requirements (16 credits)								
ENG 100	Composition I	3	P					
MATH 100 or MATH 100H or higher level mathematics	Survey of Mathematics Math for Health Sciences	3	P					
CHEM	High School or College Chemistry Course		P					
ZOOL 141	Human Anatomy and Physiology I	3	P					
ZOOL 141L	Human Anatomy and Physiology Laboratory I	1	P					
FAMR 230	Survey of Human Growth and Development	3	P					
KCC AS/AH	AS Arts & Humanities Elective (100 level or higher)	3				•		
General Support Courses (16 credits)								
MICR 130	General Microbiology	3		•				
ANTH 200	Cultural Anthropology	3			•			•
PSY 100	Survey of Psychology	3				•		
ZOOL 142	Human Anatomy and Physiology II	3		•				
ZOOL 142L	Human Anatomy and Physiology Laboratory II	1		•				
PHRM 203	General Pharmacology	3			•			
Nursing Courses (40 credits)								
NURS 153	Basic Nursing Concepts and Skills	8						
NURS 158	Issues and Trends in Nursing I	1						
NURS 156	Adult Health Nursing I	5						
NURS 157	Adult Health Nursing II	5						
NURS 164	Family/Child Health Nursing I	5						
NURS 253	Mental Health/Psychiatric Nursing	5					R	
NURS 264	Family/Child Health Nursing II	5					R	
NURS 256	Adult Health Nursing III	5						R

NURS 258	Issues and Trends in Nursing II	1							R
TOTAL		72							
<p><i>The issuance of an AS degree requires that the student must earn a Grade Point Ratio (GPR) of 2.0 or higher for all courses applicable toward the degree.</i></p> <p><i>Please note: In order to receive the AS degree in Nursing, a grade of "C" or higher must be achieved in all required courses. KCC AS/AH elective courses are listed in the "Degree and Certificate Programs" section.</i></p>									

**ASSOCIATE IN SCIENCE,
NURSING (TRANSITION FOR LICENSED PRACTICAL NURSES)
(56 SEMESTER CREDITS)**

Program Description: The Associate in Science degree nursing curriculum is a 2 year (five semester) program designed to prepare students for the nursing profession. The program is accredited by the National League for Nursing Accrediting Commission (NLNAC) 61 Broadway, New York, New York 10006. (www.nlnac.org). New students are admitted each semester and are given both theoretical instruction and an opportunity for clinical application of nursing skills as they prepare for entry level practice as registered nurses. After graduates have passed the nursing licensure examination, they will be prepared to fill beginning level positions as Registered Nurses in hospitals, doctor's offices, or other health related institutions, and participating in planning, implementing and evaluating nursing care for clients throughout the life cycle. Graduates will also be eligible for admission to the third year of the Bachelor of Science in Nursing program at UH Mānoa.

Graduates of the program are eligible to take the NCLEX-RN to become registered nurses.

Preparation for the AS in Nursing (Transition for Licensed Practical Nurses): Prerequisite courses that must be completed, with a grade of "C" or higher, prior to application to the program are: ENG 100; MATH 100; FAMR 230; ZOOL 141; ZOOL 141L; chemistry (1 year high school or 3 college chemistry credits); PSY 100. Applicants may take the remainder of the General Support Courses prior to entering the Nursing program to lessen the credit load during the program.

Program Prerequisites (Transition for Licensed Practical Nurses): Practical Nursing program equivalent to KCC's; of the last three years, one year full time employment in Skilled Nursing Facility or Acute Care.

All students admitted to the Associate in Science degree Nursing program must have current First Aid and CPR certification prior to registration. The minimum requirement for First Aid is a standard first aid certificate. The minimum requirement for CPR is BSL-C (one and two rescuer CPR). It is the responsibility of each student to keep these certifications current throughout enrollment in the nursing program. Health clearance and immunizations must be completed before the start of classes. A grade of "C" or higher must be maintained in all courses in order for the student to continue in the Associate in Science degree Nursing program and to graduate from the program. Time limits: Science courses have a 5-year time limit; there is no limit on Chemistry. Readmission to the Associate in Science degree program and repetition of nursing courses is limited. Priority is given to applicants who are qualified residents of the State of Hawai'i.

AS DEGREE CURRICULUM, NURSING (TRANSITION FOR LICENSED PRACTICAL NURSES) (56 CREDITS)		P = Prerequisite Course R = Required Semester • = Suggested Semester				
Course	Title	Cr	1	2	3	4
General Education Requirements (16 credits)						
ENG 100	Composition I	3	P			
MATH 100 or MATH 100H or higher level mathematics	Survey of Mathematics Math for Health Sciences	3	P			
CHEM	High School or College Chemistry Course		P			
ZOOL 141	Human Anatomy and Physiology I	3	P			
ZOOL 141L	Human Anatomy and Physiology Laboratory I	1	P			
FAMR 230	Survey of Human Growth and Development	3	P			
KCC AS/AH	A.S. Arts & Humanities Elective (100 level or higher)	3			•	
General Support Courses (16 credits)						
MICR 130	General Microbiology	3		•		
ANTH 200	Cultural Anthropology	3			•	
PSY 100	Survey of Psychology	3	P			
ZOOL 142	Human Anatomy and Physiology II	3	P			
ZOOL 142L	Human Anatomy and Physiology Laboratory II	1	P			
PHRM 203	General Pharmacology	3			•	
Nursing Courses (24 credits)						
NURS 166	Nursing Transition	8		•		
NURS 253	Mental Health/Psychiatric Nursing	5			•	
NURS 256	Adult Health Nursing III	5			•	
NURS 258	Issues and Trends in Nursing II	1			•	
NURS 264	Family/Child Health Nursing II	5			•	
LPN program	Practical Nursing Program equivalent to KCC's LPN program		P			
TOTAL		56				
<p><i>The issuance of an A.S. degree requires that the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses applicable toward the degree.</i></p> <p><i>Please note: In order to receive the AS degree in Nursing, a grade of "C" or higher must be maintained in all required courses. KCC AS/AH elective courses are listed in the "Degree and Certificate Programs" section.</i></p>						

**CERTIFICATE OF ACHIEVEMENT,
PRACTICAL NURSING
(41 SEMESTER CREDITS)**

Program Description: This curriculum is designed to prepare students with entry level competencies as Licensed Practical Nurses. The program consists of planned learning experiences in classroom, laboratory, and faculty supervised clinical settings which will prepare the student upon graduation to function in the role of a beginning practitioner of practical nursing. The program is 11 months in length.

Upon graduation from the program, students are eligible to take the licensing examination to become a Licensed Practical Nurse. The program is fully accredited by the Board of Nursing, State of Hawai'i.

Special Admission Requirements for Practical Nursing: Minimum requirements for admission into the Practical Nursing program include;

- 1) English placement test into ENG 100
- 2) Math placement test into MATH 24
- 3) Attendance at one mandatory Practical Nursing orientation session
- 4) Cumulative grade point ratio (GPR) of 2.0 or higher for all courses taken at Kapi'olani Community College.

Admission to the program is based on rank order, highest to lowest. Rank is based on the following criteria:

1. Completion of ENG 100 with a grade of "C" or higher.
2. Completion of MATH 24 or higher math course with a grade of "C" or higher.
3. Completion of BIOL 130 or ZOOL 141, 142 with a grade of "C" or higher within five years of admission.
4. Completion of FAMR 230 with a grade of "C" or higher within 10 years of admission
5. GPR of completed prerequisite and general support courses.
6. Work in health care facility, completion of a health program of 100 hours or more, or volunteer activities in a health care facility of 200 hours or more.
(These criteria will be weighted in the following order, most to the least:
 - a. 6 months or more of work
 - b. Completion of 100 hours of a health program
 - c. Volunteer activities of 200 hours or more.)
7. Students on academic probation at Kapi'olani Community College will not be considered for selection. Official transcripts for completed coursework and high school graduation verification must be received by April 1; FAX copies are not accepted.
8. All students admitted into the Practical Nursing Program must have current First Aid and CPR for professionals (two-man rescuer, child, AED) cards no later than the fourth week of instruction.
9. Qualified residents of the State of Hawaii are given selection priority.
10. Health clearance and immunizations must be completed before the start of class.

Program Competencies: Upon successful completion of the Certificate of Achievement in Practical Nursing, the student should be able to:

- Pass the licensing examination for practical nurses.
- Function as a member of the health care team under the supervision of the R.N. and/or M.D.
- Participate in the planning, implementation, and evaluation of nursing care.
- Administer safe nursing care for patients throughout the life cycle.
- Identify the legal and ethical responsibilities of the practical nurse.

CERTIFICATE OF ACHIEVEMENT CURRICULUM, PRACTICAL NURSING (41 CREDITS)		
Course	Title	Cr
Nursing Courses (34 credits)		
NURS 101	Nursing Perspectives	1
NURS 120	Fundamentals of Nursing	13
NURS 122	Medical-Surgical Nursing	14
NURS 126	Child Nursing	3
NURS 128	Perinatal Nursing	3
Support Courses (7 credits)		
BIOL 130	Anatomy and Physiology	4
FAMR 230	Survey of Human Growth and Development	3
TOTAL		41
<i>The issuance of a Certificate of Achievement requires that the student must earn a grade point ratio (GPR) of 2.0 or higher for all courses required in the certificate.</i>		
<i>Please note: BIOL 130L (laboratory) is recommended but not required. Students who expect to apply for the registered nurse (AS degree) program within the following five years may choose to take ZOO 141 and ZOO 142 in place of BIOL 130. A grade of "C" or higher must be maintained in all certificate courses in order for the student to continue in the Practical Nursing program.</i>		

LIFELONG LEARNING

CERTIFICATE OF COMPETENCE, BASIC EKG

Certificate Description: Basic EKG presents the anatomical structure and electrophysiological functioning of the heart, EKG recording and reading, It prepares learners to recognize common arrhythmias and identify their basic interpretation and treatment. This serves as a base from which to learn the content, skills and role of the nurse in a specialty area such as telemetry or critical care nursing.

Certificate Objectives: Prepare nurses and health care technicians to recognize electrocardiograph (EKG) tracings, relating them to common conditions of health and cardiovascular abnormalities.

Provide opportunities for the student to gain competence in the following areas:

- Differentiating between normal and abnormal EKG two lead tracings.
- Accurately measuring EKG complexes and events.
- Relating tracings to common cardiac pathologies.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Basic EKG, the student should be able to:

- Recognize the proper placement of electrodes and procedure for doing a two lead EKG.

- Analyze EKG tracings, identifying normal and major abnormal electrical conduction patterns.
- Distinguish between common benign and potentially harmful atrial and ventricular dysrhythmias.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average minimum grade of 70% in tests and assignments in order to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, CRITICAL CARE I

Certificate Description: Critical Care I provides a basic overview of the care of the monitored patient with cardiovascular, pulmonary, gastrointestinal, hematology, renal, GI, neurological, and endocrine conditions. This learning experience prepares the learner to apply acquired facts and principles to the care of acutely ill patients in telemetry and other similar specialty units under the direction of a preceptor.

Certificate Prerequisite(s): The prerequisites for this certificate are licensure as a RN or LPN or senior level nursing student status and completion of Basic EKG or equivalent within the last 3 years.

Certificate Objectives:

Prepare nurses to function as entry level team members in telemetry. Provide opportunities for the student to gain competence in the following areas:

- Assessment and provision of collaborative, rationale based nursing care for patients with cardiovascular, pulmonary, endocrine, renal, hematologic, neurologic conditions.
- Safe and knowledgeable drug and treatment administration.
- Maintenance of personal health and wellbeing.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Critical Care I, the student should be able to:

- Explain the electromechanical and chemical functioning of the cardiovascular system and the impact of common dysfunctions on the patient.
- Safely and knowledgeably administer antiarrhythmic, thrombolytic, vasoactive and other drugs that improve cardiac output and cardiovascular functioning.
- Assess the pulmonary and perfusion status of the patient with pulmonary conditions and conditions that affect pulmonary status.
- Select appropriate care for patients with COPD, pulmonary edema or embolus and other conditions requiring oxygenation, intubation and/or ventilation.
- Compare and contrast the care of patients with pre-, intra- and post-renal conditions.
- Select care for patients with chronic renal failure.
- Differentiate between conditions of insufficiency and excess of the thyroid, pituitary and adrenal glands.
- Select care measures for patients with ketoacidosis and nonketoacidosis diabetes, liver dysfunction and failure.
- Relate the use of blood and blood products to the care and needs of patients with hematologic disorders such as anemia and neutropenia.
- Discuss health maintenance measures for nurses providing intensive care.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average minimum grade of 70% in tests and assignments in order to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, CRITICAL CARE II

Certificate Description: Critical Care II focuses on hemodynamic monitoring and high acuity neurological, renal and cardiopulmonary care. Additional topics include sedation and paralytics and organ donor care. This learning experience prepares the learner to apply acquired facts and principles to the care of highly acutely ill patients under the direction of a preceptor.

Certificate Prerequisite(s): The prerequisite for this certificate is Critical Care I or one year of full-time telemetry experience within the last 3 years.

Certificate Objectives:

Prepare nurses to function as entry level team members in the critical care team. Provide opportunities for the student to gain competence in the following areas:

- Assessment and provision of collaborative, rationale based nursing care for patients on hemodynamic monitoring, acute cardiovascular, pulmonary, renal and neurologic conditions.
- Safe and knowledgeable drug and treatment administration.
- Understanding of the ethical and legal responsibilities of the critical care nurse.]

Certificate Competencies: Upon successful completion of the Certificate of Competence in Critical Care II, the student should be able to:

- Compare and contrast the care of patients with coagulation disorders due to liver dysfunction and Disseminated Intravascular Coagulation.
- Recognize and state the significance of variations in hemodynamic measurements: HR, BP, RAP, PAP, PAWP, CO/CI, and SVR.
- Select nursing actions based on the major types of cardiomyopathy and valvular diseases.
- Differentiate between the causes, pathophysiology and collaborative management of different type of shock states.
- Compare and contrast the causes, pathophysiology, presenting symptoms and management of acute respiratory distress syndrome (ARDS) and acute respiratory failure (ARF).
- Discuss the selection, preparation and post-operative care of the transplant patient.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average minimum grade of 70% in tests and assignments in order to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, GENERAL MASSAGE THERAPY

Certificate Description: This certificate is designed to provide health care workers with introductory knowledge and skills to safely and skillfully apply scientific principles of basic massage therapy theory and practice; prepare for study of specialty massage therapy techniques, and fulfill part of the requirements to take the licensure examination in massage therapy.

Certificate Prerequisite(s): Student must be confident that:

- 1) his/her proficiency in the English language is sufficient to understand the course materials and to communicate with English-speaking clients and
- 2) that he/she meets technical standards which include:
 - auditory ability sufficient to monitor and assess health needs.

- mobility sufficient to support and move clients; must be able to perform one-hour massage sessions while standing, bending over clients, reaching for supplies.
- motor skills and arm strength sufficient to keep uniform pressure on client and adjust based on client response.
- tactile ability sufficient for physical assessment.
- visual ability sufficient for observation and assessment necessary in massage therapy setting.
- ability to work calmly and quickly while providing massage services to the satisfaction of the client.

Certificate Objectives:

- Prepare students with foundational knowledge, skills and abilities in the basic study and application of massage therapy.
- Provide knowledge, skills, and abilities to safely apply techniques in general massage therapy.
- Provide foundational knowledge of human anatomy and physiology and related basic medical terminology.
- Provide laboratory and clinical practice to complement the students' didactic learning experiences in the above areas.

Certificate Student Learning Outcomes: Upon successful completion of the Certificate of Competence in General Massage Therapy, the student should be able achieve minimum scores of 75% in the following:

- Define the role of the massage therapist as an integral member of the health care team.
- Explain basic principles of human anatomy and physiology and apply these principles to massage therapy techniques.
- Correlate significant anatomical relationships and pathologies with applications of basic massage therapy techniques, skills, and abilities.
- Explain basic principles of documentation, ethics, legal liability, and business practices involved in a massage therapy practice.
- Safely and effectively apply general massage therapy techniques in an on-campus clinical practice setting.
- Correctly state rationales for massage therapy techniques applied in both classroom and practice setting.

Certificate of Competence Requirements:

The requirements for this certificate will be met by satisfactory completion of the non-credit courses below:

HSMTh100	Introduction to Massage Therapy (15 hours lecture)
HSMTh101	Your Body and Your Health I (42 hours lecture/lab)
HSMTh102	Your Body and Your Health II (27 hours lecture)
HSMTh103	Your Body and Your Health III (33 hours lecture)
HSMTh104	Your Body and Your Health IV (33 hours lecture/lab)
HSMTh105	Massage Practice I: Application and Theory (45 hours lecture/lab)
HSMTh106	Massage Practice II: Advanced Application and Theory (45 hours lecture/lab)
HSMTh117	HSMTh100 Professional Issues (30 hours lecture)
HSMTh118	Massage Internship I (50 hours clinical)

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve a minimum grade of 75% in tests, assignments, and evaluations for each course in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
MAMMOGRAPHY**

Certificate Description: This certificate is designed to provide registered radiologic technologists with knowledge and skills required to perform mammography.

Certificate Prerequisite(s): ARRT registry in radiologic technology.

Certificate Objectives:

- Provide registered radiologic technologists with the comprehensive knowledge and skills required to perform as a technologist in the specialty of mammography.
- To prepare radiologic technologists to perform mammography procedures under the direct supervision of a qualified individual as required to qualify to take the ARRT specialty examination for certification in mammography.
- To prepare radiologic technologists to take the ARRT specialty examination for certification in mammography.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Mammography, the radiologic technologist should be able to:

- Educate patients on breast cancer risk factors, explain benefits versus risks of mammography, and prepare patients for the examination.
- Have a working knowledge of the anatomy and physiology of the breast, all malignant and benign breast diseases, procedures, treatments, and options as specified by the National Cancer Institute.
- Have a working knowledge of breast examinations (mammography, BSE, CBE) and medical history documentation.
- Have a working knowledge of requirements for filmscreen mammography; basic physics of radiation for breast imaging; X-ray films, screens, and cassettes.
- Have a working knowledge of MQSA quality control tests.
- Have an introduction to BIRADS by ACR.
- Have a working knowledge of: mammography techniques to include breast compression, interventional procedures for breast imaging, basic standard positions, additional positions, modifications of projections, and breast implants and positioning.
- Critique films for technical quality.
- Understand the mammography imaging chain and the final product.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following continuing education course:

HSRTM (29.5 hours lecture and lab).

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve a minimum grade of 75% in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
MEDICAL BILLING**

Certificate Description: This Certificate of Competence in Medical Billing will prepare health care workers as medical billers and patient accounts representative, and for certification as CAP.

Certificate Objectives:

- Prepare health care workers for employment as medical billers and patient accounts representatives.

- Provide knowledge of fundamentals of medical billing with correct diagnostic codes and clinical procedural codes.

Certificate Learning Outcomes: Upon successful completion of Certificate of Competence in Medical Billing, the student should be able to:

- Function in the role of a medical biller, or patient account representative in a medical office or clinic.
- Knowledgeably discuss all aspects of the guidelines for completing universal billing forms for all outpatient services.
- Explain the principles of evaluation and management documentation guidelines.
- Discuss the global surgical package concept and coding conventions.
- Accurately and correctly complete and submit CMS 1500/HCFA 1500 claim forms to any insurance carrier for payment.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following non-credit courses:

HSMB101	Medical Billing Part I	(40 hours).
HSMB201	Medical Billing Part II	(40 hours).

The issuance of this certificate of competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve a minimum grade of 70% in written tests including completion of test claim forms in all courses in order to earn this certificate of competence.

**CERTIFICATE OF COMPETENCE,
MEDICAL TRANSCRIPTION**

Certificate Description: This certificate is designed to provide health care workers with knowledge and skills to accurately and correctly transcribe dictated medical reports into standard word-processed formats.

Certificate Objectives:

- Provide skills and abilities to accurately transcribe taped dictation of various medical reports.
- Provide skills and abilities to function as entry-level medical transcriptionists.
- Prepare medical transcriptionists with the knowledge, skills and abilities to function as valued members of the health care team in a variety of settings.

Certificate Student Learning Outcomes:

Upon successful completion of the Certificate of Competence in Medical Transcription, the student should be able to:

- Master medical terminology and keyboarding sufficiently to effectively and efficiently function as a medical transcriptionist.
- Discuss the importance of the role of the medical transcriptionist as an integral member of the health care team.
- Correctly operate transcription equipment.
- Select the appropriate format for a dictated medical report.
- Appropriately select and use various reference materials as sources of information.

- Correctly and accurately transcribe medical reports dealing with a variety of medical specialties and disease conditions.
- Edit reports for grammar and clarity without changing the medical meaning.
- Master transcription skills sufficiently to function as a competent and productive member of the health care team.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following non-credit courses conducted on the internet:

HSMTr1	Module 1
HSMTr2	Module 2
HSMTr3	Module 3

This program requires that the student have easy access to the internet. Issuance of a Certificate of Competence requires that the student's work has been evaluated and found to be satisfactory. Student work is submitted and evaluated on-line. Students must complete and submit transcription of required numbers of medical reports for each module. Evaluation of submissions will be based on number of transcription errors and use of appropriate format. There will be one mid-term and one final examination. The student must achieve a minimum score of 85% on the final examination to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, NURSING CARE OF THE MEDICALLY FRAGILE CHILD FOR RNs AND LPNs

Certificate Description: Nursing Care of the Medically Fragile Child prepares licensed nurses and respiratory care personnel to provide nursing care to children of this population in subacute settings such as the home and long term care facilities.

Certificate Prerequisite(s): Prerequisites include licensure as a RN or LPN or certification as a Respiratory Therapist. Others accepted at the discretion of the instructor. Prior to clinical experiences, the learner must show evidence of TB and other specified health clearances.

Certificate Objectives:

Provide opportunities for the student to gain competence in the following areas:

- Applying the principles of nursing care of medically fragile children while assisting with their care.
- Communicating observations about the physical, physiological and social needs of medically fragile children to the preceptor.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Nursing Care of the Medically Fragile Child for RNs and LPNs, the RN or LPN should be able to:

- Identify and discuss theoretical concepts in caring for a chronically ill, disabled, medically fragile child.
- Identify and demonstrate accurate assessment of the medically fragile patient's physical status.
- Verbalize and demonstrate basic principles of safety in patient care.
- Demonstrate appropriate gastrostomy care and documentation.
- Demonstrate accurate medication principles, calculation, and administration.
- Identify and demonstrate appropriate tracheostomy care.

Certificate of Competence Requirements:

NUMFC101 (24 hours of lecture, 24 hours of lab and clinical observation)

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, PHARMACY TECHNICIAN

Certificate Description: This certificate is designed to provide health care workers with knowledge and skills to accurately and correctly assist the pharmacist in serving patients, maintain medication and inventory control systems, and participate in administration and management of pharmacy practice.

Certificate Prerequisite(s): The prerequisites for this certificate course of study are:

- (US) high school diploma or GED equivalent.
- Math competency demonstrated by ONE of the following: completion of one year of high school algebra or completion of MATH 24 or placement at MATH 25.
- English competency demonstrated by ONE of the following: grade of "C" or higher in ENG 100 or COMPASS reading placement score of 74 or higher.
- Typing/keyboarding ability: minimum 25, preferably 40 correct words per minute.

Certificate Objectives:

- Prepare pharmacy technicians for employment and for certification by taking the voluntary national examination administered by the Pharmacy Technician Certification Board.
- Provide skills and competencies in the areas of:
 - assisting the pharmacist in serving patients.
 - maintaining medication and inventory control systems.
 - participation in the administration and management of pharmacy practice.

Certificate Student Learning Outcomes:

Upon successful completion of the Certificate of Competence in Pharmacy Technician, the student should be able to:

- Function in the role of a pharmacy technician under the direction of the pharmacist.
- Receive prescription or medication orders and get all necessary and pertinent information to process the orders.
- Perform all types of calculations required to fill prescription and medication orders, including conversions of measurement systems.
- Correctly process prescription/order forms.
- Compound prescription/medication orders as required.
- Completely and accurately record and document each phase of the process of filling, distributing, and obtaining reimbursements/payments for prescription/medication orders.
- List brand and generic names of a minimum of 200 commonly used prescription drugs, their uses, how they work, and side effects if any; correlate their actions with the functions of the body systems on which they act.
- Maintain medication and inventory control systems.

- Participate effectively in quality assurance programs.
- Participate in administration and management of pharmacy practice.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following non-credit courses:

HSPhT101	Elements of Pharmacy Practice I (30 hours)
HSPhT105	Elements of Pharmacy Practice II (30 hours)
HSPhT110	Elements of Pharmacy Practice III (30 hours)
HSPhT115	Elements of Pharmacy Practice IV (30 hours)
HSPhT120	Pharmacy Technician Clinical (200 hours).

The student must achieve a minimum grade of 75% in all courses in order to earn this certificate of competency. Assessment of competencies and learning outcomes will be by written examinations, performance in laboratory exercises and examinations, and by evaluation of performance in clinical by pharmacy supervisors.

**CERTIFICATE OF COMPETENCE,
PHLEBOTOMY**

Certificate Description: This program will prepare competent phlebotomists who can begin working as phlebotomists/laboratory assistants with minimal training. This program is comprised of 64 hours of classroom lecture and laboratory exercises and at least 100 hours of clinical practicum.

Program Accreditation Information:

This program is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
8410 West Bryn Mawr, Suite 670
Chicago, Illinois 60631
Phone: 773-714-8880

Certificate Prerequisite(s): The prerequisites for this certificate of study are good English communication skills and a 12th grade reading level.

Certificate Objectives:

- Provide the laboratory community with competent phlebotomists who can begin working as phlebotomists/laboratory assistants with minimal training

Certificate Competencies: Upon successful completion of the Certificate of Competence in Phlebotomy, the student should be able to:

- Perform tasks assigned in a clinical laboratory as a phlebotomist/laboratory assistant
- Move up the career ladder to become medical laboratory technicians upon completion of the AS degree in MLT at KCC

Certificate of Competence Requirements:

The certificate objectives will be satisfied by satisfactory completion of the following continuing education course:

HSPBT100 Phlebotomy

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. Both the lecture/lab and clinical practicum must be completed satisfactorily (a minimum grade of 70%) in order to earn the Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
PHYSICAL AGENTS FOR OCCUPATIONAL THERAPISTS**

Certificate Description: The Physical Agents for Occupational Therapists curriculum is designed to provide registered/licensed Occupational Therapists with knowledge and skills to safely apply the physical agents which are now defined as support to occupational therapy in the model Occupational Therapy Practice Act and in Hawaii statutes regulating occupational therapy practice.

Certificate Objectives:

- Provide occupational therapists with knowledge, skills and competence to safely apply physical agents which support occupational therapy as defined in the model Occupational Therapy Practice Act.
- Provide occupational therapists with knowledge, skills and competence to safely apply physical agents which support occupational therapy as defined in Hawai'i State statutes regulating occupational therapy practice.
- Provide knowledge base to correlate application of physical agents with physiology of trauma, repair, and pain modulation in support of occupational therapy.
- Provide skills and practice for competence in application of selected thermal and electrical modalities in support of occupational therapy.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Physical Agents for Occupational Therapists, the student should be able to:

- Thoroughly understand the principles, nature, and effects of the physical agents used.
- Discuss with and explain to patients the rationale and effects of physical agents used.
- Correlate effects and application of physical agents with physiology of trauma, tissue repair, and pain modulation.
- State the mechanism of production and physiological effects of selected thermal and electrical modalities.
- State the indications, contraindications, and applications of selected thermal and electrical modalities.
- Demonstrate competence in choice and application of selected thermal and electrical modalities that support OT practice
- Demonstrate ability to problem-solve, think analytically, and modify parameters of physical agents used as related to observed responses and conditions presented.
- Document accurately the parameters used in application of physical agents.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following continuing education course:

HSOT310: Physical Agents for Occupational Therapists (44 hours)

The issuance of this Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must demonstrate competency in all modalities presented. The student must achieve a minimum grade of 75% on written examinations and other requirements in all courses in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
PROFESSIONAL MEDICAL CODING**

Certificate Description: This certificate is designed to provide health care workers with the skills and knowledge to correctly and efficiently code clinical procedures and diagnoses for reimbursement from third-party payers. This program will prepare the student to take the certification exam for professional medical coders.

Certificate Prerequisite(s): The prerequisites for this course of study are: completion of a credit or continuing education medical terminology course, two years clinical experience, and two letters of recommendation attesting to clinical experience. Recommended preparation: introductory courses in CPT and ICD-9 coding.

Certificate Objectives:

- Prepare health care workers for taking the examination administered by the American Academy of Professional Coders and for employment and certification as professional medical coders.
- Provide skills and competencies in the areas of: medical billing and compliance, coding procedures and diagnoses for all body systems, evaluation and management service principles and applications.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Professional Medical Coding, the student should be able to:

- Qualify to take the examination to become a certified medical coder
- Function in the role of a medical coder in any health care setting
- Discuss all aspects of the guidelines and conventions for coding diagnoses and procedures.
- Apply principles of evaluation and management documentation guidelines
- Demonstrate understanding of the global surgical package concept and coding conventions.
- Accurately and efficiently apply coding conventions to procedures and diagnoses for all body systems

Certificate of Competence Requirements:

The above objectives will be met by satisfactory completion of the following continuing education courses:

HSMA201 Professional Medical Coding - Part I (40 hours)

HSMA202A Comprehensive Medical Coding - Part 2 (40 hours)

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve a minimum grade of 70% in both courses in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
RESPIRATORY AND REHABILITATIVE CARE OF THE MEDICALLY FRAGILE CHILD (FOR RNs
AND LPNs)**

Certificate Description: Registered Nurses (RNs) and Licensed Practical Nurses (LPNs) will gain basic knowledge and skills in providing respiratory and rehabilitation care for medically fragile children placed in subacute care facilities in the community.

Certificate Prerequisite(s): TB and other specified health clearances are required before the clinical portion of the curriculum.

Certificate Objective:

- Provide RNs and LPNs with the principles of respiratory and rehabilitative care of medically fragile children.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Respiratory and Rehabilitative Care of the Medically Fragile Child (for RNs and LPNs), the RN or LPN should be able to:

- Demonstrate appropriate measures and procedures in airway management, suctioning, oxygen therapy, chest percussion and postural drainage, aerosol treatment, ventilator management, and respiratory assessment of the medically fragile child.
- Demonstrate understanding of appropriate basic physical therapy, speech therapy, and occupational therapy interventions in providing care for the medically fragile child.

Certificate of Competence Requirements:

The above objectives will be satisfied by two continuing education courses:

- HSMFC105 (24 hours of lecture/lab, 16 hours of clinical) - Respiratory Care of the Medically Fragile Child (for RN's and LPN's).
- HSMFC102 (12 hours of lecture/lab, 4 hours of clinical) - Rehabilitative Care of the Medically Fragile Child (for RN's and LPN's).

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve a minimum grade of 70% in both respiratory and rehab components and receive a satisfactory clinical evaluation in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SPECIALTY MASSAGE THERAPY**

Certificate Description: This certificate course of study builds upon an existing foundation of knowledge and skills in general massage therapy techniques and practice. The study of specialty massage therapy encompasses a wide range of techniques, each with its own special emphasis on philosophy and/or technique.

Certificate Prerequisite(s): Certificate of Competence in General Massage Techniques OR proof of completion of at least 270 hours of instruction and practice in general massage techniques.

Certificate Objectives:

- Provide knowledge, skills and abilities to safely apply principles of massage techniques in specialty areas:
 - Acupressure
 - Shiatsu
 - Lomilomi
 - Reflexology
 - Trigger point Massage
 - Sports massage
 - Selection of two additional specialty areas which may include Medical Massage, Thai Massage, Massage for the Cancer Patient, Chinese Medical Massage
- Provide laboratory and/or clinical practice to complement the students' didactic learning experiences in the above areas.
- Provide a comprehensive review of specialty massage techniques in preparation for the licensing board examination.

Certificate Student Learning Outcomes: Upon successful completion of the Certificate of Competence in Specialty Massage Therapy, the student should be able to:

- Objectively compare and contrast different forms of massage therapy.
- Discuss functions and indications for acupressure.
- Understand and correctly apply principles and techniques of acupressure to treat adult and pediatric clients with common disorders.
- Discuss fundamentals of theory and practice of shiatsu.
- Correctly apply basic shiatsu techniques to various parts of the body.
- Understand and apply Hawaiian concepts of energy supply and flow.
- Correctly apply Lomi lomi techniques with and without oil to various parts of the body and for specific conditions.
- Identify and learn techniques to work reflex points and correlate with anatomy, physiology, and pathology of body systems.
- Understand and correctly apply reflexology treatment procedures and techniques.
- Palpate and assess trigger points throughout the muscle groups.
- Understand and correctly apply trigger point techniques.
- Understand and correctly apply sports massage techniques including application of heat and cold.
- Apply various massage techniques to meet the needs of clients.
- Know and understand indications, contra-indications and precautions in applying specific massage techniques to treat dysfunctional soft tissues of the body.

Certificate of Competence Requirements:

The requirements for this certificate will be met by satisfactory completion of the non-credit courses below:

HSMTh215	Shiatsu (30 hours lecture/lab)
HSMTh220	Lomi Lomi (40 hours lecture/lab)
HSMTh230	Sports Massage (30 hours lecture/lab)
HSMTh240	Reflexology 30 hours lecture/lab)
HSMTh250	Acupressure (40 hours lecture/lab)
HSMTh290	Trigger Point Massage (30 hours lecture lab)
HSMTh310	Massage Therapy General Review II (21 hours lecture)
HSMTh300	Massage Internship II (50 hours clinical)

Two courses selected from :

- Chinese Medical Massage (30 hours)
- Massage for the Cancer Patient (24 hours)
- Medical Massage (28 hours)
- Thai Massage (30 hours)

The student must achieve a minimum grade of 75% in tests, assignments, and evaluations in all courses in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SURGICAL TECHNOLOGY SCIENCE**

Certificate Description: Surgical Technology Science is a 75 hour combination of modules which prepare the student for entry into the Surgical Technology Program. It relates content from biology, microbiology, medical terminology to the performance of operative procedures and the work of the Surgical Technologist. Classroom instruction and an onsite operating room exposure introduce the student to the working environment and role of this important member of the surgical team.

Certificate Prerequisite(s): There are no prerequisites for this certificate.

Credit courses with equivalent content and skills may be substituted for NUSTB101, NUMT101, and NUSTM101.

Certificate Objectives:

- Provide background knowledge in the basic sciences, surgical anatomy and asepsis essential to the preparation of the Surgical Technologist.
- Prepare the Surgical Technologist to participate in a variety of surgical procedures as a member of the surgical team.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology Science, the student should be able to:

- Awareness of the nature, purpose and common procedures in an operating room.
- Beginning awareness of the role, training requirements and legal responsibilities of the Surgical Technologist.
- Identifying the members of the surgical team and the general nature of their communication and responsibility to the patient and each other.
- Recognizing the special needs of the surgical patient during the preparatory, procedural and postsurgical phases.
- Recognizing the major structures and functions of each of the seven body systems.
- Determining the planes and movements of the body using proper medical terms.
- Recognizing the types of tissues which will be encountered in surgical procedures.
- Using medical word parts; common roots prefixes and suffixes to decipher and composite medical terms.
- Using medical terms related to the various body systems, conditions of illness, diagnostic tests and treatments.
- Distinguishing between types of microorganisms and their chief characteristics.
- Recognizing conditions which favor the growth and inhibition of bacteria.
- Anticipating the surgical technologist's role in preventing infection through sterilization, disinfection and the use of aseptic technique.
- Applying a variety of strategies to learn the numerous terms and concepts of these modules.

Certificate of Competence Requirements:

The above objectives will be satisfied by satisfactory completion of the following continuing education modules:

- NUST101 Introduction to Surgical Technology (5 hours lecture, 5 hours simulated lab)
- NUSTB101 Surgical Technology Biology (25 hours lecture, 5 hours lab)
- NUMT101 Medical Terminology (15 hours lecture)
- NUSTM101 Surgical Technology Microbiology (15 lecture, 5 lab hours)

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SURGICAL TECHNOLOGY I**

Certificate Description: Surgical Technology I utilizes classroom, laboratory and onsite simulated experiences to prepare students in the basics of the operating environment, gowning, gloving, setting up sterile instruments and maintaining a sterile environment. Students are introduced to the legal and ethical responsibilities and role of the Surgical Technologist.

Certificate Prerequisite(s): The prerequisites for this certificate are a U.S. high school diploma, G.E.D. certificate or equivalent*, completion of the Surgical Technology Science modules or equivalent, and acceptance to the Surgical Technology Program.

*(*two years of college in a foreign country plus a tested reading level of 12th grade or higher, ENG 100 in the last 5 years or 12 college credits with a "C" average).*

Certificate Objectives:

Provide opportunities for the student to gain competence in the following areas

- Applying background knowledge in the basic sciences, aseptic technique and the operating room environment while performing basic gowning, gloving and instrument setup procedures.
- Practicing personal hygiene and basic aseptic techniques which prevent and contain infections.
- Observing the role of the surgical technologist as a surgical team member in accordance with hospital policies and procedures.
- Assisting the in the role of second scrub on entry level surgical procedures.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology I, the student should be able to do the following in a simulated lab setting:

- Prepare for the room for a surgical procedure by dressing according to code then obtaining and opening supplies and instruments without contamination.
- Prepare self by scrubbing using proper technique, gowning and gloving without contamination.
- Prepare the table by covering the Mayo stand, placing drapes in order of use, setting up the back table with instruments and supplies, preparing and counting needles, sponges, blades and instruments with the circulating nurse.
- Prepare the surgeon by assisting with gowning and gloving.
- Correctly pass towels for draping to the surgeon.
- Remove instruments and supplies, gown and gloves at the end of the procedure.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SURGICAL TECHNOLOGY II**

Certificate Description: Surgical Technology II continues classroom and onsite experiences to help students learn the basic surgical setup and shutdown, practicing surgical asepsis and providing table side assistance in the second scrub role. This certificate adds skills and knowledge related to general surgery and surgical oncology.

Certificate Prerequisite(s): The prerequisite for this certificate is successful completion of Surgical Technology I.

Certificate Objectives:

Prepare surgical technologists as members of the operating room team who are qualified to pass the national certification examination for the surgical technologist.

Provide opportunities for the student to gain competence in the following areas

- Applying background knowledge in the basic sciences, surgical anatomy and aseptic technique while assisting in general surgical procedures.
- Practicing personal hygiene and aseptic technique in preventing and containing infection while assisting with the set up for and break down after procedures.
- Assisting the surgical team member in accordance with hospital policies and procedures, ethical and legal codes.
- Performing in the role of second scrub on entry level surgical procedures.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology II, the student should be able to:

- Assist in opening procedures by gowning and gloving self and physician, setup and draping.
- Explain the physical and chemical methods used to protect patients and workers from invasion by pathogenic microbes.
- Explain the operative sequence in the opening and closing of a wound and the effect of the surgical procedure on wound healing.
- Explain the types of anesthesia used in minor and major cases.
- Demonstrate the preparation and handling of a variety of stapling materials and devices.
- Perform as 2nd scrub on cases with the preceptor (students may 1st scrub on minor procedures at the discretion of preceptor).

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SURGICAL TECHNOLOGY III**

Certificate Description: Surgical Technology III continues classroom and onsite experiences in which the student scrubs on general surgeries and as available, specialty procedures. Students increase their knowledge and skill while assisting the surgeon, preparing and maintaining supplies and equipment and communicating as a member of the surgical team. This certificate adds skills and knowledge related to orthopedic, plastic, ear, nose and throat, genitourinary, cardiovascular and peripheral vascular surgery.

Certificate Prerequisite(s): The prerequisite for this certificate is successful completion of Surgical Technology II.

Certificate Objectives:

Provide opportunities for the student to gain competence in the following areas

- Applying background knowledge of the basic sciences, surgical anatomy and aseptic technique in general and specialty surgical procedures.

- Practicing personal hygiene and aseptic technique to prevent and contain infections while setting up the room, prepping and draping the patient, and breaking down after procedures.
- Assisting the surgical team member in accordance with hospital policies and procedures, ethical and legal codes.
- Performing in the role of second scrub on entry level surgical procedures, as first scrub at the discretion of the preceptor.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology III, the student should be able to:

- Gown, glove and drape proficiently.
- Perform as 1st scrub, applying knowledge of the relevant anatomy, indications for surgery, patient preparation, special equipment and supplies, purpose and expected outcome, and possible complications.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.

CERTIFICATE OF COMPETENCE, SURGICAL TECHNOLOGY IV

Certificate Description: Surgical Technology IV continues classroom and onsite experiences in general and specialty procedures. Students apply knowledge of the basic sciences to their understanding of operative procedures and surgical care. They increase their proficiency in the role of first scrub as they begin to assume a fully participatory role on the surgical team. This certificate adds skills and knowledge related to neurosurgical, head and neck, thoracic, ophthalmic, organ procurement and transplantation, obstetrical and gynecological surgical procedures and traumatic injuries.

Certificate Prerequisite(s): The prerequisite for this certificate is successful completion of Surgical Technology III.

Certificate Objectives:

Prepare surgical technologists as members of the operating room team who are qualified to pass the national certification examination for the surgical technologist.

Provide opportunities for the student to gain competence in the following areas:

- Applying background knowledge of the basic sciences, surgical anatomy and aseptic technique in general and specialty surgical procedures.
- Practicing personal hygiene and aseptic technique in preventing and containing infections.
- Functioning as a surgical team member in accordance with hospital policies and procedures, ethical and legal codes.
- Performing in the role of first scrub on entry level surgical procedures.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology IV, the student should be able to:

- Prepare for procedures: open supplies, scrub, gown and glove, and set up back table and Mayo stand for entry level procedures.
- Identify developing emergency situations, initiate appropriate action, and assist in treatment of the patient.

- Perform as 1st scrub for a variety of entry level procedures, applying knowledge of the relevant anatomy, indications for surgery, patient preparation, special equipment and supplies, purpose and expected outcome, and possible complications.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.

**CERTIFICATE OF COMPETENCE,
SURGICAL TECHNOLOGY V**

Certificate Description: Surgical Technology V provides clinical experiences in which the students finalize their skill as first scrub and as members of the surgical team. They function with increasing independence as they prepare for certification and perform as entry level employment as Surgical Technologists.

Certificate Prerequisite(s): The prerequisite for this certificate is successful completion of Surgical Technology IV.

Certificate Objectives:

Prepare surgical technologists as members of the operating room team who are qualified to pass the national certification examination for the surgical technologist.

Provide opportunities for the student to gain competence in the following areas:

- Applying background knowledge of the basic sciences, surgical anatomy and aseptic technique in surgical procedures.
- Practicing personal hygiene and aseptic technique in preventing and containing infections.
- Functioning as a surgical team member in accordance with hospital policies and procedures, ethical and legal codes.
- Performing in the role of first scrub on entry level surgical procedures.

Certificate Competencies: Upon successful completion of the Certificate of Competence in Surgical Technology V, the student should be able to:

- Function as beginning surgical technologists, demonstrating teamwork and a good surgical conscience at all times.
- Perform as 1st scrub for a variety of entry level procedures, applying knowledge of the relevant anatomy, indications for surgery, patient preparation, special equipment and supplies, purpose and expected outcome, and possible complications.

Certificate of Competence Requirements:

The issuance of a Certificate of Competence requires that the student's work has been evaluated and determined to be satisfactory. The student must achieve an average of 70% or higher in tests and assignments and a satisfactory rating in clinical performance in order to earn this Certificate of Competence.