

MEDICAL OCCUPATIONS (MEDO)

MEDO 105 48 Hours

Medical Terminology

(Formerly MEOC 104)

This course introduces students to medical terminology in preparation for careers in the medical field. It covers the study of the basic elements of medical terms and the anatomy and physiology of the human body. It also covers different pathological conditions and procedures for their treatment. *(Apportionment)*

MEDO 118 8 Hours

Pediatric First Aid & CPR

This 8-hour course teaches individuals to respond to breathing and cardiac emergencies, pediatric first aid and injury prevention. Upon successful completion, students will receive an Adult, Infant, Child CPR and Pediatric First Aid certificate valid for 2 years. This class meets California requirements or daycare providers. *(Apportionment)*

MEDO 250 24 Hours

Spanish for Healthcare Professionals

This program is designed for a wide variety of health care professionals including medical assistants, nurses, and doctors. This course will help participants connect and communicate with Spanish speaking patients to treat illness and injury and process medical transactions efficiently. *(Fee-Based)*

MEDO 265 10 Hours

BLS for Healthcare Professionals

The American heart Association designed this course to prepare healthcare professionals to recognize life-threatening emergencies and to provide CPR and First Aid effectively. Upon successful completion students receive a 2-year CPR certification and a 2-year First Aid certification. *(Grant-Funded)*

MEDO 270 1 Hour

Medical Assisting Educational Planning

Orientation and assessment to and for the NOCE medical assisting certificate program, overview of occupational options. Review skill level for referral to basic skills support to assist with successful completion of medical assisting courses, overview in general of NOCE student services. *(Orientation)*

MEDO 295 9 Hours

National Certified Medical Assistant Exam Prep

This course is designed to assist in preparing for the NCCT National Certified Medical Assistant Exam (NCMA). A comprehensive review of topics related to administrative and clinical medical assisting procedures will be provided. The course also includes valuable practice tests and test-taking strategies. *(Grant-Funded)*

MEDO 305 8 Hours

Heartsaver Pediatric First Aid

This 8-hour course teaches individuals to respond to breathing and cardiac emergencies, pediatric first aid and injury prevention. Upon successful completion, students will receive an Adult, Infant, Child CPR and Pediatric First Aid certificate valid for 2-years. This class meets California requirements for daycare providers. *(Fee-Based)*

MEDO 311 36 Hours

Personal Care Aide 1

This course introduces key concepts for the personal care aide, working in different settings, teamwork, and professional behavior. Students will also gain foundational knowledge and skills in the following areas: working with elders; respecting clients; communication; working with depressed patients; infection control; basic nutrition and eating; body systems and common diseases; and proper body mechanics. This is the first course required for the Personal Care Aide Certificate designed to prepare students for employment as a Personal Care Aide (PCA). PCA's assist the elderly, convalescents, or persons with disabilities with daily living activities at their homes or in a care facility. *(Apportionment)*

MEDO 312 36 Hours

Personal Care Aide 2

Prerequisite(s): MEDO 311 Personal Care Aide 1 This course focuses on activities of daily living (ADL): bathing and personal care, toileting, bed making, and dressing.

Students will learn about working with patients with dementia, mental illness, and developmental disabilities, as well as different types of abuse and neglect. This is the second course required for the Personal Care Aide Certificate designed to prepare students for employment as a Personal Care Aide (PCA). PCA's assist the elderly, convalescents, or persons with disabilities with activities of daily living at their homes or in a care facility. *(Apportionment)*

MEDO 313 30 Hours

Personal Care Aide 3

Prerequisite(s): MEDO 311 Personal Care Aide 1 and MEDO 312 Personal Care Aide 2 Personal Care Aides ensure better care to people while they are aging or recovering at home.

This career development course will provide students with the skills needed to obtain employment as a personal care aide. Topics includes: resume writing, interviewing skills, and job search. Students will also complete CPR and First Aid training for certification. *(Apportionment)*