STERILE PROCESSING PROGRAM DESCRIPTION:

This program provides an overview of the Sterile Processing and Distribution profession and develops the fundamental concepts and principles necessary to successfully participate as an entry level Sterile Processing Technician. The course emphasizes duties in sterile processing technology, aseptic procedures, equipment management, safety, quality assurance, HIPAA regulations, proper decontamination, sterilization and packaging techniques. The sterile processing technician perform essential functions to support the medical and surgical care of patients. Upon completion of this course, students will be prepared to take the Certification Board for Sterile (Processing Distribution (CBSPD) certification exam.

ADMISSION REQUIREMENTS: Complete all SEARK College Admission Requirements. General and specific requirements listed below:

1. Completion of all general admission procedures of the College.
2. Completion of competency testing in Reading with a minimum score of 250 on Accuplacer.
3. Completion of the Nursing & Allied Health Application for Program Admission and check which program applying to.

MEDICAL CODING PROGRAM DESCRIPTION:

This two-semester program is designed to prepare students with the knowledge and skills required for basic medical coding. Students receive an in-depth introduction and practice in procedural coding using the ICD 10-CM/PCS and CPT-4 classification systems. Emphasis is placed on the purpose of coding, definitions of key terms, accurate application of coding principles, and an overview of the impact of prospective reimbursement on the function of coding, principles of classification systems, nomenclatures, indexes, and registers. Students develop coding competency in both hospital and physician practice settings. Upon completion students are eligible to sit for the Certified Coding Associate (CCA) exam offered by the American Health Information Association (AHIMA).

ADMISSION REQUIREMENTS: Complete all SEARK College Admission Requirements. General and specific requirements listed below:

5. Completion of all general admission procedures of the College.
6. Completion of competency testing in Reading with a minimum score of 250 on Accuplacer.
7. Completion of the Nursing & Allied Health Application for Program Admission and check which program applying to.
8. Completion of or concurrent enrollment in HEAL-1113 Medical Terminology, BIOL-2454 A & P I & BIOL-2464 A & P II.

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PHLEBOTOMY TECHNOLOGY PROGRAM DESCRIPTION:

This one-semester program introduces students to proper collection, transport, and handling of blood including blood collection equipment, venipuncture, and capillary collection. Pre-analytic complications, specimen collection procedures, forensic toxicology, and collection from adult, pediatric, geriatric, home and long-term care clients are covered. Instruction also includes collection of urine and other body fluids. Laboratory experiences are included to reinforce the didactic content. Phlebotomists may seek employment in inpatient hospital laboratory settings, outpatient laboratories, physician offices, and medical clinics. Program graduates may apply to seek certification through the American Society of Clinical Pathology (ASCP) or the National Health Career Association (NHA). The program is approved by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS).

ADMISSION REQUIREMENTS: Complete all SEARK College Admission Requirements. General and specific requirements listed below:

1. Completion of all general admission procedures of the College.
2. Completion of competency testing in Reading with a minimum score of 250 on Accuplacer.
3. Completion of the Nursing & Allied Health Application and check which Program you are Applying to.
4. Completion of or concurrent enrollment in HEAL-1113 Medical Terminology.
5. Current CPR Certification (American Heart Association Basic Life Support (BLS) Provider or American Red Cross Profession Rescuer).

ACCEPTANCE PROCEDURE: Should qualified applicants exceed the available slots in the program, admission into a class will be based on the date of completed application. Upon acceptance into the Phlebotomy Technology Program, the student must submit the following to begin classes: The cost of the subscription Drug Screen, and Criminal background check is the student’s expense.

1. Functional Ability Acknowledgement Form
2. P.P.D. Skin Test or Chest X-Ray
3. Hepatitis B Series or Signed Vaccination Waiver Claim Form.
4. Drug Screen **AND/OR**
5. Criminal Background Check

Students enrolled in Allied Health programs with a clinical component will be assessed a fee for malpractice insurance.

The above information must be submitted to:
Southeast Arkansas College
Nursing & Allied Health Technologies Division
1900 S. Hazel St.
Pine Bluff, AR 71603

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SOUTHEAST ARKANSAS COLLEGE
NURSING & ALLIED HEALTH APPLICATION
Certificate of Proficiency Program

NAME

ADDRESS

CITY

STATE and ZIP

DATE OF BIRTH

SEX: MALE/FEMALE (Circle one)

STUDENT I.D. #

PHONE NUMBER

PERSONS TO NOTIFY IN CASE OF EMERGENCY:

NAME

ADDRESS

CITY/STATE

PHONE NO.

1.

2.

DO YOU HAVE HOSPITALIZATION OR HEALTH INSURANCE COVERAGE? YES ______ NO ______

PREVIOUS WORK EXPERIENCE (List current employer.)

EMPLOYER

CITY/STATE

JOB TITLE

FROM

TO

EDUCATION: HIGHEST GRADE COMPLETED

DATE OF GRADUATION OR GED

NAME & ADDRESS OF LAST SCHOOL ATTENDED

HAVE YOU EVER BEEN ENROLLED IN ANY OTHER SCHOOL OF NURSING? YES _____ NO _____

ARE YOU CURRENTLY CERTIFIED IN ANY ALLIED HEALTH AREA? YES ____ NO _____ LIST CERTIFICATION

HAS YOUR CERTIFICATION EVER BEEN ENCUMBERED? YES ____ NO _____ If yes, list reasons and dates of all encumbrances

ARE YOU WILLING TO GO TO ANY AGENCY IN OUR SERVICE AREA FOR YOUR CLINICAL TRAINING? YES _______ NO ____________

REASONS:

PLANS AFTER GRADUATION:

PERSONAL REFERENCES (NO RELATIVES)

NAME

COMPLETE ADDRESS

PHONE NUMBER

1.

2.

*HAVE YOU EVER BEEN CONVICTED OF A CRIME?* YES ____ NO ____ If YES, PLEASE EXPLAIN: ________________________________

*Conviction of certain crimes may cause the applicant to be ineligible to do clinical at some clinical sites. This ineligibility may result in suspension from the program. Random drug screening may be utilized at any time during the program at the student’s expense. I authorize the college to release information provided by me in application for admission to the NAH program to approval/accrediting agencies and clinical affiliates, as required. This authorization includes the release of my transcript. I hereby certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any misrepresentations or a falsification of information is cause for denial of admission or suspension from the program.

DATE

SIGNATURE

Rev. 05/2019