

CAREERS



**Free
Training**

**Class Starts
Oct. 5, 2009**

HEALTHCARE

ORIENTATION SCHEDULE

Tuesdays @ 10:00 AM

- September 1,8,15,22

Thursdays @ 5:00 PM

- September 3,10,17

**Become a Personal Care Attendant/
Caregiver in 6 weeks!!!**

PROGRAM:

- Open to the public
- No high school diploma required
- 6-week certification class
- Resume & interview preparation
- Job placement assistance

LOCATION:

Mt. San Antonio College
Building 30, Room 101
1100 N. Grand Ave.
Walnut, Ca 91789

REQUIREMENTS:

- 1 hour mandatory orientation for participation in program
- Bring photo ID to orientation

Medical careers are in demand; this is your opportunity to enter the Healthcare industry. **Get Started Now!**



For additional information call (909) 594-5611 x4845

HOT JOBS FREE TRAINING

MT. SAN ANTONIO COLLEGE

*Is offering FREE training for
Personal Care Attendant / Caregiver*



This is an entry-level position into the healthcare industry

- *6-week certification class*
- *No high school diploma required*
- *Call for orientation dates*
- *Job placement assistance provided*

Class starts October 5, 2009

For additional information call,
(909)594-5611
ext. 4845


MT. SAC
Mt. San Antonio College

In-Home Support Services
Training Program
Mt. San Antonio College
Adult Basic Education Center



Program Outline

- Requirements:
 - 18 years of age or older
 - No high school diploma or GED required
 - Must attend every day of the training program
 - Ability to pass Live Scan Screening for employment
- 6 week class
 - Monday thru Friday 9 am – 3 pm (45 minute lunch)
 - Class will not be held on three Fridays, dates to follow
- Class begins Monday, October 5th – Last day, Monday, November 16th
- Mt. SAC pays for the class, parking, and instruction materials
- Successful participants will receive a Mt. SAC Certificate of Completion, and CPR and First Aid certification cards

Steps to Enroll

1. Attend an orientation.
2. Complete Career Advancement Academies Student Information Form.
3. Complete Mt. SAC Continuing Education Registration Form.
4. Meet with Project Manager to review paperwork.
5. Complete two assessments, math and reading.
6. You will be called regarding your acceptance or non-acceptance into the class.
7. Upon acceptance, make an appointment with Educational Advisor to complete class agreement and receive detailed information regarding the class.



Career Advancement Academy Grant In Home Support Services Participant Agreement

Student Name: _____ Student ID Number: _____

As a participant of the Career Advancement Academy Grant In Home Support Services Program at Mt. San Antonio College, I understand and agree to the following:

- ❖ 100% attendance is required and more than one absence will result in dismissal from the class. If absent, I will call my instructor to inform him/her of my absence.
- ❖ Passing requirements:
 - Attendance
 - Class participation
 - Passing demonstration of skills as determined by instructor
 - Average score of 70% on quizzes and exams
- ❖ Successful participants will receive a Certificate of Completion of the In Home Support Services short term training, BLS for Healthcare Providers CPR and Heartsaver First Aid completion cards.
- ❖ Cell phones and pagers must be turned off during class time.
- ❖ I may not eat or drink inside the classroom. Water is an exception.
- ❖ I will participate in a job search once the course is completed. I understand that job placement assistance will be provided; however, there is no guarantee of job placement.
- ❖ I will abide by the Standards of Conduct which I have read, and a copy has been provided to me.
- ❖ The Instructor has the right to determine if a student is not eligible for an In-Home Support Services Certificate of Completion, based on competency.
- ❖ Class Schedule (6 weeks):
 - Monday, October 5th – Monday, November 16, 2009
 - Class times are 9:00 am to 3:00 pm; Monday through Friday, with a 45 minute lunch.

Student Name: _____ Date: _____

Student Signature: _____

In Home Support Services

Fall 2009

Adult Basic Education
Mt. San Antonio College

