



Programs Healthcare Career Training

- [Clinical Medical Assistant](#)
- [EKG Technician](#)
- [Pharmacy Technician](#)
- [Veterinary Assistant](#)



BUSINESS & LEADERSHIP

[Business Management and Organizational Leadership for PMP](#)

MSB115 / Hours: 440 / Access Length: 12 Months / Delivery: Online, Self-Paced

Retail Price: \$3,999.00 / Materials Included

Today's managers need to be equipped with the right skills to deal with the growing number of challenges facing them, including dealing with the competition, coping with ethical dilemmas, identifying and hiring talent, managing diversity, building sustainability, and adapting to the latest technology. This course will provide students with a thorough understanding of management, with a focus on the characteristics of successful managers, manager development, and the importance of critical thinking in management. Using a theoretical approach, this course will encourage students to define effective management and identify the strategies necessary to be successful business managers. Upon completion of this course, students will be fully prepared to begin working as business managers.

Professional in Human Resources ® (PHR ®) Exam Prep

MSB104 / Hours: 135 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$1,619.00 / Materials Included

Learn about the exciting world of today's Human Resource Management and prepare for the PHR ® Exam throughout this online course. This HR management course weaves together solid human resource principles, timely research and recent events, such as the latest rise in unemployment and financial problems facing the U.S. and other countries. This course highlights important challenges facing managers and employees in today's business climate. Interesting case studies explore real companies and organizations in-depth and delve into some of today's most effective, unique approaches in dealing with HR issues. Upon completion of this course, students will have the skills necessary to serve as Human Resource Managers, as well as the preparation needed to sit for the PHR ® exam.

Project Management Professional (PMP) Exam Prep

MSB106 / Hours: 130 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$1,694.00 / Materials Included

This course will provide experienced project managers with the knowledge and skills necessary to successfully complete the Project Management Institute's nationally recognized Project Management Professional (PMP) exam. This credential is considered the standard of excellence in the field of project management and is often a required credential in the field. This comprehensive course will use learning activities, practice exams, and assignments to help students prepare for, and successfully complete, the PMP exam.

This course prepares the student to take the **Project Management Institute (PMI) Project Management Professional (PMP)** certification exam. The cost of the course **INCLUDES** the cost of the certification exam.

Project Management Professional Exam Prep with Organizational Leadership

MSB107 / Hours: 300 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$2,544.00 / Materials Included

This course will provide experienced project managers with the knowledge and skills necessary to successfully complete the Project Management Institute's nationally recognized Project Management Professional (PMP) exam. This credential is considered the standard of excellence in the field of project management and is often a required credential in the field. This comprehensive course will use learning activities, practice exams, and assignments to help students prepare for, and successfully complete, the PMP exam.

CAREER AND HOSPITALITY

Personal Fitness Trainer Career Prep

MSC104 / Hours: 210 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$3,875.00 / Materials Included

The fitness industry is booming, and there is a growing need for certified personal fitness trainers. Personal fitness trainers work with individuals to help them develop the skills necessary to successfully engage in physical activity. The specific role of the personal fitness trainer will depend on the needs and abilities of each client, but regardless, the personal fitness trainer will play a vital role in the physical health of each client. This course will provide a comprehensive overview of personal fitness training. Through a variety of practical and theoretical applications, the student will learn how to assess each client and develop programming that incorporates different fitness methods, with the goal of providing the client with a comprehensive approach to fitness. Upon completion of this course, the student will be prepared to sit for the ACSM Personal Trainer certification exam, and will also be able to begin working with clients immediately. The exam is included in the price of the course.

HEALTHCARE AND ALLIED HEALTH

Certified Electronic Health Records Specialist and Medical Administrative Assistant with Med Term and Exam Vouchers

MSM143 / Hours: 545 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$3,999.00 / Materials Included

It is so important for students entering the workforce to be well prepared for the challenges found there. For those students hoping for a career in health care, it is imperative that they understand electronic health records and how those records impact patient care and reimbursement. This course will provide the instructional tools needed to facilitate student learning of the electronic health record process. Administrative, clinical, and billing applications are discussed, as well as real-world situations that the students will encounter in the workforce.

This course prepares the student to take the for **National Healthcareer Association (NHA) Electronic Health Record Specialist (CEHRS) and National Healthcareer Association (NHA) Medical Administrative Assistant** national exams.

Medical Administrative Assistant Career Prep Expert

MSM124 / Hours: 895 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$3,999.00 / Materials Included

Administrative Medical Assisting is one of the fastest growing careers in the health care industry today. The need for professionals that understand how to utilize computerized medical office software and perform administrative office procedures is growing substantially. Physician practices, hospitals, chiropractic practices, and other health care providers all depend on administrative professionals for day-to-day-support. In the Administrative Medical Assistant course you will learn medical terminology, patient confidentiality, scheduling, customer service, basic patient documentation, and basic billing as well as other administrative duties required by front office personnel.

This course prepares the student to take the following certification exam(s):

- **National Healthcareer Association (NHA) Medical Administrative Assistant**
- **National Healthcareer Association (NHA) Medical Billing and Coding Specialist (CBCS)**

Medical Assistant Career Prep

MSM134 / Hours: 175 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$2,780.00 / Materials Included

In this course, we will explore the profession of medical assisting by looking at the role of the medical assistant, the importance of health records, and key terminology in the field. We will learn the fundamentals of medical assisting such as infection control and medical emergencies.

Assisting with medications, helping with the different medical specialties, and working with the clinical lab are topics that will be explored.

This course prepares the student to take the **National Healthcareer Association (NHA) Medical Assistant Certification (CCMA)** national certification exam. The cost of the course **INCLUDES** the cost of the national certification exam.

Medical Billing and Coding Career Prep Complete

MSM109 / Hours: 755 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$3,999.00 / Materials Included

With the Medical Billing Career Prep program, you will gain the skills you need to enter one of the fastest-growing fields in allied health as a medical billing specialist. In this program, you will gain hands-on, practical experience working with the main coding manuals in the field, the ICD-10-CM and the CPT. In addition; you will be introduced to ICD-10-CM. You will also master the legal, ethical, and regulatory concepts that are central to this field. Upon completion of this program, you will be ready to begin your career in an entry-level position. Students will also be prepared to take the Certified Billing and Coding Specialist (CBCS) national certification exam offered by National Healthcareer Association (NHA).

This course prepares the student to take the following certification exam:

- **National Healthcareer Association (NHA) Certified Billing and Coding Specialist (CBCS).**

Medical Billing Career Prep Professional

MSM110 / Hours: 465 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$3,155.00 / Materials Included

With the Medical Billing Career Prep program, you will gain the skills you need to enter one of the fastest-growing fields in allied health as a medical billing specialist. In this program, you will gain hands-on, practical experience working with the main coding manuals in the field, the ICD-10-CM and the CPT. In addition; you will be introduced to ICD-10-CM. You will also master the legal, ethical, and regulatory concepts that are central to this field. Upon completion of this program, you will be ready to begin your career in an entry-level position. Students will also be prepared to take the Certified Billing and Coding Specialist (CBCS) national certification exam offered by National Healthcareer Association (NHA).

This course prepares the student to take the following certification exam:

- **National Healthcareer Association (NHA) Certified Billing and Coding Specialist (CBCS).**

Medical Terminology, Billing and Coding with HIV and AIDS Healthcare Professional Perspectives

MSM126 / Hours: 810 / Access Length: 12 Months / Delivery: Online, Self-Paced

Retail Price: \$4,500.00 / Materials Included

This course will provide you with key information about medical terminology systems. You will learn the key elements used to build medical terms. This will help you be able to decipher words on your own. You will also review body structure and the main systems of the human body. These include the integumentary, digestive, respiratory, and cardiovascular systems to name a select few. Through these learning experiences, you will learn how to recognize, pronounce, build and spell words related to the body structure.

This course prepares students for the **NHA Certified Billing and Coding Specialist (CBCS)** certification exam.

Nutritional Fitness Career Prep Professional

MSM116 / Hours: 420 / Access Length: 12 Months / Delivery: Online, Self-Paced

Retail Price: \$2,825.00 / Materials Included

The purpose of this course is to equip the student with knowledge and understanding about the importance and health benefits of proper nutrition, exercise, fitness, and healthy living. In this course, the topics of diet, exercise, nutritional elements, supplements, disease prevention, and weight management are explored. The goal is to prepare the student to use this understanding to facilitate healthy living in others.

This course prepares the student to take the **ACSM Personal Trainer** certification exam. The cost of this course includes the cost of the certification exam.

Patient Care Technician Career Prep (Voucher Included)

MSM140 / Hours: 100 / Access Length: 12 Months / Delivery: Online, Self-Paced

Retail Price: \$1,184.00 / Materials Included

The purpose of this course is to prepare students to become a patient care technician (PCT) professional. Students will develop an understanding of the status of today's healthcare system, proper ethical and documentation practices, and caring for patients regardless of age or condition. Additional topics the student will encounter include the safety of all within a healthcare facility, properly cleaning and sanitizing patient and workspaces, and more. All skills learned in this course will help students become more confident in their ability to perform their tasks above expectations.

This course prepares students to take the [National Healthcareer Association \(NHA\) Certified Patient Care Technician/Assistant \(CPCT/A\)](#) certification exam. **The cost of this course INCLUDES the national certification exam.**

Pharmacy Technician Career Prep Professional

MSM119 / Hours: 400 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$1,815.00 / Materials Included

This program prepares students to be professional Pharmacy Technicians dedicated to assisting Registered Pharmacists in quality pharmacy operational procedures. Graduates are equipped to assist the Pharmacist filling prescriptions according to doctor's orders. Pharmacy Technicians also participate in ordering products and inventory control, as well as billing and receiving payments. Trained graduates that pass this course are eligible to sit for a national certification exam. Once students pass the course and certification exam they can submit an application to participate in an internship program with national affiliation partners like CVS and Walgreens, or local pharmacy operations near their residence. This internship is what many employers in this industry want to see that tells them the student is job ready for this high demand job.

State regulations will vary by state, and this course does not specifically prepare students to meet all states' regulations. Potential students are highly encouraged to research what the regulations are in the state that they intend to work in.

Pharmacy Technician Career Prep with Exam

MSM128 / Hours: 330 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$1,595.00 / Materials Included

This program prepares students to be professional Pharmacy Technicians dedicated to assisting Registered Pharmacists in quality pharmacy operational procedures. Graduates are equipped to assist the Pharmacist filling prescriptions according to doctor's orders. Pharmacy Technicians

also participate in ordering products and inventory control, as well as billing and receiving payments. Trained graduates that pass this course are eligible to sit for a national certification exam. Once students pass the course and certification exam they can submit an application to participate in an internship program with national affiliation partners like CVS and Walgreens, or local pharmacy operations near their residence. This internship is what many employers in this industry want to see that tells them the student is job ready for this high demand job.

State regulations will vary by state, and this course does not specifically prepare students to meet all states' regulations. Potential students are highly encouraged to research what the regulations are in the state in that they intend to work in.

Pharmacy Technician Career Prep with Internship (Voucher Included)

MSM138 / Hours: 330 / Access Length: 12 Months / Delivery: Online, Self-Paced
Retail Price: \$1,835.00 / Materials Included

This program prepares students to be professional Pharmacy Technicians dedicated to assisting Registered Pharmacists in quality pharmacy operational procedures. Graduates are equipped to assist the Pharmacist filling prescriptions according to doctor's orders. Pharmacy Technicians also participate in ordering products and inventory control, as well as billing and receiving payments. Trained graduates that pass this course are eligible to sit for a national certification exam. Once students pass the course and certification exam they can submit an application to participate in an internship program with national affiliation partners like CVS and Walgreens, or local pharmacy operations near their residence. This internship is what many employers in this industry want to see that tells them the student is job ready for this high demand job.

State regulations will vary by state, and this course does not specifically prepare students to meet all states' regulations. Potential students are highly encouraged to research what the regulations are in the state that they intend to work in.

Phlebotomy Technician Career Prep (Voucher Included)

MSM137 / Hours: 100 / Access Length: 12 Months / Delivery: Online, Mentor Supported
Retail Price: \$853.00 / Materials Included

This course will prepare the student to become a certified phlebotomy technician, who will work in a clinical laboratory environment and healthcare setting. Students will acquire understand the knowledge to work in clinical medical labs and pass the AMCA certification exam as a phlebotomy technician. The course will give the basic understanding of all CLIA guidelines for

collecting and handling a variety of blood and tissues samples to process in-house or outside labs. Course focuses on topics of basic anatomy and medical terminology, infection control, and procedures necessary to appropriately collect laboratory specimens and communicate with patients, HIPPA and Legal Issues in the healthcare.

Upon completion of the course, the student will be prepared to take the **AMCA Phlebotomy Technician** certification exam. The cost of the course includes the cost of the **AMCA Phlebotomy Technician** certification exam.

TECHNOLOGY & COMPUTER PROGRAMS

A+, Net+, Security+

MSIT101 / Hours: 240 / Access Length: 12 Months / Delivery: Online, Self-Paced

Retail Price: \$3,999.00 / Materials Included

This CompTIA A+ Core 1 and CompTIA A+ Core 2 course bundle will prepare you for the exam by providing 100% coverage of the exam objectives. Study of the course can also help to prepare you for vendor-specific technical support qualifications and act as groundwork for more advanced training.

This course prepares students to take the CompTIA A+, Network+, and Security+ certification exams. The cost of the course includes the cost of the national certification exam vouchers.

