



# Become A CNA!



## WHO IS A CNA?

A certified nursing assistant, or CNA, helps patients or clients with healthcare needs under the supervision of a Registered Nurse (RN) or a Licensed Practical Nurse (LPN). Also known as a Nursing Assistant (NA) a Patient Care Assistant (PCA) or a State Tested Nurse Aid (STNA), the individual who carries this title needs strong work ethic and ability.

## WHAT ARE THE RESPONSIBILITIES OF A CNA

Nursing assistants can work in a wide variety of settings; nursing homes, hospitals, adult day care centers, personal homes and assisted living facilities all require nursing assistants to act as a helpful liaison between the RN or LPN and the patient. In many cases, the nursing assistant serves as the RN's or LPN's eyes and ears, and relays information between many patients and one or two RNs. The nursing assistant fulfills basic quality-of-life needs for patients of any age, ethnicity or gender in residential nursing care facilities or outpatient clinics.

## PROGRAM DESCRIPTION

A total of 80 Hours of Theory, 40 Clinical Hours, and 5 BLS Hours



PCCTI is Accredited by  
the Accrediting Council  
for Independent  
Colleges & Schools



PCCTI is Accredited by the  
North Central Association:  
Commission on Accreditation  
and School Improvement





T. 630.705.9999 :: E. inquiry@pccti.com :: W. www.pccti.com

Oak Brook Campus  
2625 Butterfield Rd. Suite 102E :: Oak Brook, IL 60523  
Phone: 630-705-9999 Fax: 630-705-1422  
Chicago Campus Addition  
216 W Jackson Blvd. Suite 900 :: Chicago, IL 60606  
Phone: 312-920-8822 Fax: 312-263-1588

## Become a CNA!

### PREREQUISITES

High School Diploma or Equivalent (GED).

### REQUIREMENTS

Drug Testing Completion: Students are required to undergo a **10-panel drug screen** prior to the start of class. Drug Testing is at a cost of \$40 visit: [www.certifiedbackground.com](http://www.certifiedbackground.com)

Student must submit health requirements to **PCCTI Office** before the start of class. They include:

Completed physical exam and TB, signed by health care provider. Physicals and TB are required annually and must not expire during the period of enrollment.

Immunization Records must include the following:

- Measles (Rubella)
- Mumps
- German Measles (Rubella)
- Chicken Pox (Varicella)
- Tetanus
- Hepatitis B – Immunizations Required

### PCCTI Mission

PCCTI, guided by its unique national and diverse heritage, provides the student body with educational opportunities that promote learning, ensure success and provide knowledge and skills that allows them to meet current and the future demands of educational needs in our changing nation. We exist to provide educational opportunities to those seeking to enhance the quality of their lives and that of others. We recognize that a quality education is essential in assisting the student develop a sense of worth, high ethical standards and a sense of self-actualization as they pursue their professional and educational goals.

### PCCTI Vision

PCCTI Healthcare will be a leading provider of clinical education in the community and the region. It will be known for its responsiveness to today's needs for qualified professionals, the excellence of its programs of study, and the skill and ability of its graduates. The PCCTI graduates will also express in their professional lives and their service to the community the core value of the school, and they will demonstrate high ethical standards and the sense of self-actualization as they pursue their professional and educational goals.

**CONTACT AN  
ADMISSIONS ADVISOR  
TODAY!**

PCCTI welcomes every being with the desire to take the opportunity and participate in a profound learning experience which will enhance ones self as well as ones





T. 630.705.9999 :: E. inquiry@pccti.com :: W. www.pccti.com

Oak Brook Campus  
2625 Butterfield Rd. Suite 102E :: Oak Brook, IL 60523  
Phone: 630-705-9999 Fax: 630-705-1422  
Chicago Campus Addition  
216 W Jackson Blvd. Suite 900 :: Chicago, IL 60606  
Phone: 312-920-8822 Fax: 312-263-1588

## Become an LPN!

education in a supportive and stimulating environment by hiring highly qualified faculty with considerable knowledge and experience, and varied cultural backgrounds. Students will discover an excellent opportunity to enhance their knowledge at PCCTI.

This knowledge allows both the faculty and the student to incorporate educational standards with the need for individual customization that should be initiated when integrating health care and community.

### PCCTI PHILOSOPHY

PCCTI has set the goal of providing the highest quality education in a supportive and stimulating environment by hiring highly qualified faculty with considerable knowledge and experience, and varied cultural backgrounds. Students will discover an excellent opportunity to enhance their knowledge at PCCTI.

### PCCTI MISSION

PCCTI, guided by its unique national and diverse heritage, provides the student body with educational opportunities that promote learning, ensure success and provide knowledge and skills that allows them to meet current and the future demands of educational needs in our changing nation. We exist to provide educational opportunities to those seeking to enhance the quality of their lives and that of others. We recognize that a quality education is essential in assisting the student develop a sense of worth, high ethical standards and a sense of self-actualization as they pursue their professional and educational goals.



### PREREQUISITES

- High School Diploma or Equivalent (GED).
- Valid C.N.A Certification.
- College-level Anatomy & Physiology with a grade of "C" or higher.
- ATI TEAS (Test of Essential Academic Skills) preadmission is required with a minimum score of 45%. Retesting Policy: One time retake of ATI TEAS is allowed after two weeks minimum wait for all students. \$50 is charged each time an ATI TEAS admissions exam is taken.
- PCCTI, after receiving all of the application materials, conducts a full and thorough review of each application. PCCTI retains discretion in admissions and will not accept students simply because they satisfy the basic academic requirements. PCCTI seeks students that will excel at the programs offered and be a positive member of the school.

### ADMISSIONS PROCESS

- Meet with one of our Admissions Advisor.
- Submit an LPN Application with the non-refundable \$75.00 applicable fee.
- Submit proof of completion of College-Level Anatomy & Physiology with grade "C" or better.
- Submit proof of C.N.A certification.
- Pass ATI-TEAS preadmissions exam with a 45% or higher.
- Meet with one of our Financial Aid Advisor.
- Submit all required admission documents.
- Submit all required financial aid documents.
- Register for the program.
- Attend the mandatory LPN Program Orientation.
- Begin the LPN program.

### REQUIRED DOCUMENTS

- LPN Application with non-refundable LPN Application fee of \$75.
- High School Diploma or GED.
- Proof of C.N.A licensure.
- Official college transcripts of Anatomy & Physiology.
- Copy of Identification.
- ATI-TEAS preadmissions exam results.
- Certified Background and sanction check from [www.certifiedbackground.com](http://www.certifiedbackground.com).
- Quest Diagnostics drug testing.
- Current CPR.
- Current Physical Examination and TB Test.
- Immunization records of Measles, Mumps, Rubella, Varicella, and Hep-B.
- Medical Insurance Card.
- Professional liability Insurance ([www.nso.com](http://www.nso.com))
- Personal Essay.
- 2 professional letters of recommendation.
- Final Admissions Interview.
- Enrollment Agreement.

CONTACT AN  
ADMISSIONS ADVISOR  
TODAY!

To further advance their quality of training and education, PCCTI has incorporated ATI Testing and Resources (which include practice exams, individualized study materials and online tutorials) into the LPN curriculum. Coupled with ATI Testing and Resources, PCCTI provides a high platform of support for students to succeed in their endeavors of becoming an LPN.



Now Accepting FAFSA/Title IV Financial Aid\*

*\*Available for those who qualify*





# LPN is here!

Now Accepting FAFSA/Title IV Financial Aid\*

*\*Available for those who qualify*



## WHAT IS LPN?

LPN's provide emotional and physical comfort and safety for patients. LPNs have many basic duties to perform such as:

- Taking blood pressure and other vital signs
- Patient observation and chart updating
- Apply dressings to wounds
- Prepare and give injections
- Assemble and use equipment such as catheter and oxygen supplies

## WHAT ARE THE RESPONSIBILITIES OF AN LPN

LPN's help patients with personal hygiene, dressing, bathing and provide emotional support. LPNs need physical strength and stamina for activities such as lifting patients into or out of beds or wheelchairs. Licensed practical nurses are often responsible for observing patients, recording their reactions to medications and treatments, and reporting the results to the registered nurse or physician in charge.

## PROGRAM DESCRIPTION

The IDFPR Approved Practical Nursing Program is a full-time 12 month program leading to a diploma in practical nursing. It prepares students for licensure through the **National Council Licensing Examination (NCLEX-PN)**.

Graduates are prepared to provide nursing interventions for patients with commonly occurring health problems with predictable outcomes, under the direction of a licensed practitioner or registered nurse.

## CAREER OUTLOOK

Employment opportunities for Licensed Practical Nurses are expected to be **excellent** in the years to come. There is an expected growth by **21%** between **2008—2018** for this area of nursing. The growing elderly population, which requires more care from trained personnel, and the general growth of health care will also cause this job market to expand. Another area of **exceptional growth for LPNs** will be in nursing homes. Long-term care of elderly patients will be an increasing concern to the nation's health care system. ([www.bls.gov](http://www.bls.gov))



PCCTI is Accredited by the  
Accrediting Council for  
Independent  
Colleges & Schools



PCCTI is Accredited by the  
North Central Association:  
Commission on Accreditation  
and School Improvement





**Oak Brook Campus**  
 2625 Butterfield Rd. Suite 102E :: Oak Brook, IL 60523  
 Phone: 630-705-9999 Fax: 630-705-1422  
**Chicago Campus Addition**  
 216 W Jackson Blvd. Suite 900 :: Chicago, IL 60606  
 Phone: 312-920-8822 Fax: 312-263-1588

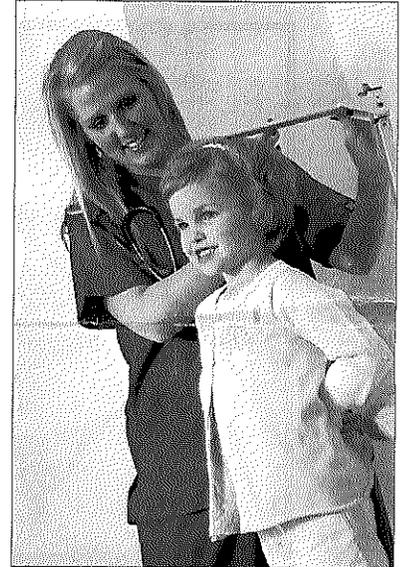
**PCCTI PHILOSOPHY**

PCCTI has set the goal of providing the highest quality education in a supportive and stimulating environment by hiring highly qualified faculty with considerable knowledge and experience, and varied cultural backgrounds. Students will discover an excellent opportunity to enhance their knowledge at PCCTI.

This knowledge allows both the faculty and the student to incorporate educational standards with the need for individual customization that should be initiated when integrating health care and community.

**PCCTI MISSION**

PCCTI, guided by its unique national and diverse heritage, provides the student body with educational opportunities that promote learning, ensure success and provide knowledge and skills that allows them to meet current and the future demands of educational needs in our changing nation. We exist to provide educational opportunities to those seeking to enhance the quality of their lives and that of others. We recognize that a quality education is essential in assisting the student develop a sense of worth, high ethical standards and a sense of self-actualization as they pursue their professional and educational goals.



**ADMISSION REQUIREMENTS**

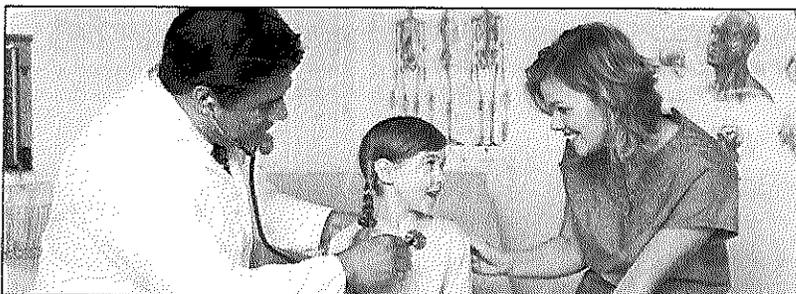
- MA Application with non-refundable MA Application fee of \$75.
- High School Diploma or Equivalent (GED).
- Copy of Identification.
- Certified Background and sanction check from [www.certifiedbackground.com](http://www.certifiedbackground.com).
- Quest Diagnostics drug testing.
- Current CPR.
- Current Physical Examination and TB Test.
- Immunization records of Measles, Mumps, Rubella, Varicella, and Hep-B.
- Medical Insurance Card.
- Professional liability Insurance ([www.hpso.com](http://www.hpso.com))
- Personal Essay (400-500 words).
- 2 Professional Letters of Recommendations.
- Final Admissions Interview.

**ADMISSIONS PROCESS**

- Meet with one of our Admissions Advisor.
- Submit an MA Application with the non-refundable \$75.00 applicable fee.
- Submit all required admission documents.
- Register for the program.
- Begin the MA program.



PCCTI welcomes every being with the desire to take the opportunity and participate in a profound learning experience which will enhance ones self as well as ones community.



**Become a Medical Assistant!**

**CONTACT AN  
 ADMISSIONS ADVISOR  
 TODAY**

Oak Brook T. 630.705.9999  
 Chicago T. 312.920.8822  
 E. [Inquiry@pccti.com](mailto:Inquiry@pccti.com)  
 W. [www.pccti.com](http://www.pccti.com)

# MA is here!

Now Accepting Title IV Financial Aid\*

\*available to those who qualify

Classes starting NOV 2014



APPLY FOR FINANCIAL AID NOW

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)  
School Code: 041791

## WHAT IS MA?

Medical assistants perform administrative and clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and other health practitioners running smoothly.

## WHAT ARE THE RESPONSIBILITIES OF A MEDICAL ASSISTANT

Medical assistants update and file patients' medical records, fill out insurance forms, and arrange for hospital admissions and laboratory services. They also perform tasks less specific to medical settings, such as answering telephones, greeting patients, handling correspondence, scheduling appointments, and handling billing and bookkeeping.

## PROGRAM DESCRIPTION

Medical Assistant is 10 month program leading to a diploma in Medical Assisting. The program prepares students for certification through NHA (National Health career Association). The certification exam is Certified Clinical Medical Assistant (CCMA).

The Certified Clinical Medical Assistant is an unlicensed, multi-skilled healthcare practitioner who is competent in both clinical and administrative procedures.

## CAREER OUTLOOK

Employment opportunities for Medical Assistant are expected to be excellent in the years to come. There is an expected growth by 31%\* between 2010 - 2020 in the field of Medical Assistant, much faster than the average for all occupations.

According to the U.S. Bureau of Labor Statistics (<http://www.bls.gov/ooh/healthcare/medical-assistants.htm>), the average annual salary for a Medical Assistant is \$ 28,860 with the standard salary range from \$20,810 - \$40,190\*.

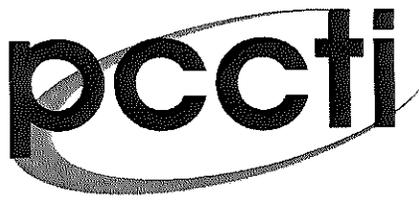
\*For Informational Purposes Only



PCCTI is Accredited by  
the Accrediting Council  
for Independent  
Colleges & Schools

PCCTI is Accredited by the  
North Central Association:  
Commission on Accreditation  
and School Improvement

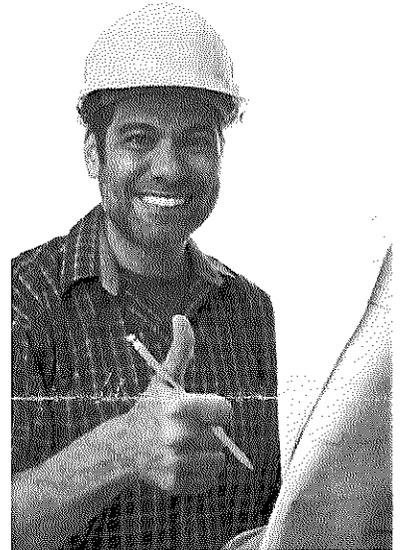




**Oak Brook Campus**  
 2625 Butterfield Rd. Suite 102E :: Oak Brook, IL 60523  
 Phone: 630-705-9999 Fax: 630-705-1422  
**Chicago Campus Addition**  
 216 W Jackson Blvd. Suite 900 :: Chicago, IL 60606  
 Phone: 312-920-8822 Fax: 312-263-1588

**PCCTI PHILOSOPHY**

PCCTI has set the goal of providing the highest quality education in a supportive and stimulating environment by hiring highly qualified faculty with considerable knowledge and experience, and varied cultural backgrounds. Students will discover an excellent opportunity to enhance their knowledge at PCCTI.



This knowledge allows both the faculty and the student to incorporate educational standards with the need for individual customization that should be initiated when integrating health care and community.

**PCCTI MISSION**

PCCTI, guided by its unique national and diverse heritage, provides the student body with educational opportunities that promote learning, ensure success and provide knowledge and skills that allows them to meet current and the future demands of educational needs in our changing nation. We exist to provide educational opportunities to those seeking to enhance the quality of their lives and that of others. We recognize that a quality education is essential in assisting the student develop a sense of worth, high ethical standards and a sense of self-actualization as they pursue their professional and educational goals.

**ADMISSION REQUIREMENTS**

- HVAC Application with non-refundable HVAC Application fee of \$75.
- Non refundable \$150.00 Registration fee.
- High School Diploma or Equivalent (GED).
- Copy of Identification.
- Certified Background from [www.certifiedbackground.com](http://www.certifiedbackground.com).
- Quest Diagnostics drug testing.
- Medical Insurance Card.
- Proof of professional liability insurance

**ADMISSIONS PROCESS**

- Meet with one of our Admissions Advisor.
- Submit an HVAC Application with the non-refundable \$75.00 applicable fee.
- Submit the non refundable \$150.00 registration fee.
- Submit all required admission documents.
- Register for the program.
- Begin the HVAC program.



PCCTI welcomes every being with the desire to take the opportunity and participate in a profound learning experience which will enhance ones self as well as ones community.



**Start your career in HVAC!**

**CONTACT AN  
 ADMISSIONS ADVISOR  
 TODAY**

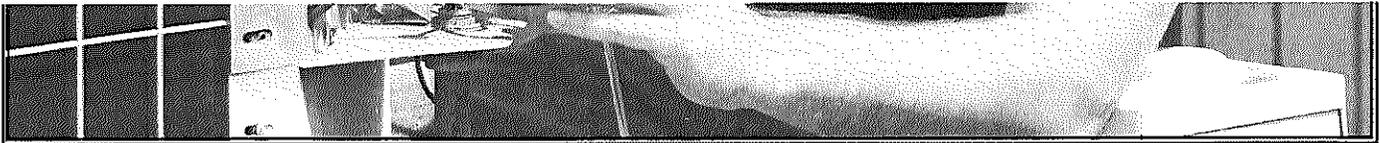
Oak Brook T. 630.705.9999  
 Chicago T. 312.920.8822  
 E. [Inquiry@pccti.com](mailto:Inquiry@pccti.com)  
 W. [www.pccti.com](http://www.pccti.com)



# HVAC is here!

**Now Accepting FAFSA/Title IV Financial Aid\***

*\*Available for those who qualify*



## APPLY FOR FINANCIAL AID NOW

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)  
School Code: **041791**

## WHAT IS HVAC?

HVAC is an acronym for heating, ventilation and air conditioning. It refers to the different systems, machines and technologies used in indoor settings such as homes, offices and hallways, and transportation systems that need environmental regulation to improve comfort.

## WHAT ARE THE RESPONSIBILITIES OF A HVAC TECHNICIAN?

HVAC technicians ensure that all types of HVAC Devices, life refrigerators, air conditioning units, and heaters, are functioning at all times. The scope of their work could include performing diagnostics, repairs, and replacements for the parts in HVAC systems.

## PROGRAM DESCRIPTION

The HVAC program is a 1 year program consisting of 900 clock hours. Air Conditioning, Refrigeration, and Heating focuses on the servicing and installation of air conditioning, refrigeration and heating equipment. The curriculum provides instruction in all types of air conditioning and refrigeration equipment. .

## CAREER OUTLOOK

Employment of heating, air conditioning, and refrigeration mechanics and installers is projected to grow 21 percent from 2012 to 2022, faster than the average for all occupations. Candidates familiar with computers and electronics and those with good troubleshooting skills will have the best job opportunities as employers continue to have difficulty finding qualified technicians to work on the new systems. Please refer to <http://www.bls.gov/ooh/installation-maintenance-and-repair/heating-air-conditioning-and-refrigeration-mechanics-and-installers.htm>



PCCTI is Accredited by  
the Accrediting Council  
for Independent  
Colleges & Schools

PCCTI is Accredited by the  
North Central Association:  
Commission on Accreditation  
and School Improvement

