

## Texas Healthtech Institute – Continuing Education Department

(Accredited Vocational Training College)

9615 College St, Beaumont, TX 77707

[www.texashealthtech.com](http://www.texashealthtech.com) Phone: 409-866 0555

The following seminars/workshops are offered in classroom/lab setting. Participants must register **one week prior** to the start date. Certificate will be given upon completion of the requirements.

**Call 409-866 0555 to register.**

Name of Seminar	Hours	Costs	Start Dates
Microsoft Office – Word	16	\$150	M-T (6 to 8 pm) 2/11 -2/21; 4/8 -4/18; 6/10 -6/20; 8/5 -8/15; 10/7 – 10/17; 12/9 – 12/19
Microsoft Office - Excel	32	\$300	M-T (6 to 8 pm) and Sat (11 – 3 pm) 3/4 – 3/21; 4/29 – 5/16; 7/1 – 7/18; 8/26 – 9/12; 10/28 – 11/14
Microsoft Office - Access	32	\$300	TBA
QuickBooks - Starter	32	\$300	Fri (2-5 pm) and Sat (11 – 4 pm) 4/5 -4/27; 7/19 – 8/10; 11/15 – 12/14
Review of Phlebotomy	8	\$300	9 am to 5 pm 2/15; 5/10; 9/13; 11/22
Phlebotomy Laboratory	8	\$450	9 am to 5 pm 2/22; 5/17; 9/20; 11/29
CPR Training & Certification	4	\$35	1 pm to 5 pm Once a week on Friday
Medical Assistant Refresher	4	\$150	1 pm to 5 pm 3/20; 6/20; 9/18; 12/18
Medical Office Admin Seminar	8	\$300	1 pm to 5 pm 6/5 & 6/6; 10/15 and 10/16
Patient Care Technician Seminar	16	\$500	1 pm to 5pm 4/15 – 4/18; 8/12 – 8/15
Nurse Aide – Vital Signs	4	\$100	9 am to 1 pm 3/4; 6/3; 9/2; 12/2
Nurse Aide – Preventing Patient’s Fall	4	\$100	9 am to 1 pm 3/5; 6/4; 9/3; 12/3
Nurse Aide – Understanding Bladder Infection	4	\$100	9 am to 1 pm 3/6; 6/5; 9/4; 12/4
Nurse Aide- Understanding Elderly Abuse	4	\$100	9 am to 1 pm 3/7; 6/6; 9/5; 12/5
Basic EKG Interpretation	8	\$500	1 pm to 5 pm 3/20& 3/21; 5/22 & 5/23; 9/18 & 9/19
Pharmacy Tech Math	32	\$500	T, Th, Sat (10 am to 1 pm) 4/9 – 5/3
Pharmacy Tech Certification Exam Preparation	15	\$400	T, Th, Sat (10 am to 1 pm) 5/14 – 5/23
ICD-10 Refresher	8	\$250	9 am to 5 pm 3/6; 6/5; 10/9
CPT Refresher	8	\$250	9 am to 5 pm 3/7; 6/6; 10/10
HIPPA Certification	2	\$25	10 am to noon Last Monday of every month