

In as little as four months, you can begin your career as a Patient Care Technician! Our experts ensure you get everything you need to know in easy-to-understand lessons that guide you step by step. You'll learn how to perform many functions using USCI's exclusive Virtual Lab—such as how to identify patients, obtain specimens and perform blood cultures and injections. You'll also *virtually perform* various procedures, such as setting up a surgical tray, assisting with suture placement and removal, administering medications, and preparing and giving injections! Here is a preview of what you will learn:

INSTRUCTION PACK I

Welcome to the World of Healthcare

In this introductory lesson, you'll learn all about U.S. Career Institute. You'll also learn about the daily activities that occur in medical facilities. You'll discover how patient care technicians interact with healthcare professionals, and you'll explore the many career opportunities available to them.

The Role of the Patient Care Technician

Here you will become familiar with the roles and duties of patient care technicians. You will explore the various work settings and types of patients that a patient care technician encounters and examine the patient care technician's scope of practice.

Medical Terminology: Word Parts

Here you'll get your first taste of how you will use medical terms in your new career. Learn about root words, prefixes and suffixes and learn how to derive word parts from medical terms. In addition, you'll also practice using a medical dictionary.

Medical Terminology: Dividing and Combining Terms

In this lesson, you'll learn to divide and combine medical terms to understand their meanings, and also how these medical terms describe diagnoses and procedures.

Abbreviations, Symbols and Special Terms

The final lesson on medical terminology teaches you how to recognize common medical abbreviations, symbols and plurals, as well as other special terms.

Introduction to Psychology

You will learn how personality traits, biology, health, stress and psychological disorders affect human behavior. You will also discover the best ways of communicating with patients and coworkers.

Also Included in Pack 1:

Instruction and Materials Schedule
Study Binder
You Can Do It! CD
Course Introduction
School Catalog
Quick-Learn System: Pocket Folder, Tutor, Flashcards and CD
Quiz Answer Sheets and Return Envelopes
Student Assistance Forms

INSTRUCTION PACK II

Introduction to Anatomy

Here you'll get an overview of human anatomy—the basic components, how the human body is put together and how it works.



Lesson shipments are delivered right to your doorstep!

Disease Processes

This lesson presents an overview of pathology. You will learn to identify types of injuries and learn how tissues respond to an injury or abnormality.

Safety in the Medical Office

This lesson covers basic safety regulations and procedures, plus infection control and aseptic technique. The *Virtual Lab* provides further instruction.

Communication Skills

You will learn basic verbal communication skills and tips to increase your professional vocabulary, as well as proper skills to enter and exit a room in a medical facility.

Also Included in Pack 2:

Virtual Lab CD #1
Procedure Guide #1
Quick Check Grammar and Punctuation Guide
Professional Development # 1—Creating a Professional Image
Developing a Dynamic Phone Personality
Quiz Answer Sheets and Return Envelopes

INSTRUCTION PACK III

Vital Signs

Here you'll be taught to properly explain, take and record patients' vital signs. The *Virtual Lab* demonstrates these procedures.

Nutrition

In this lesson you'll build a solid foundation of nutritional knowledge. You'll also identify different diets and nutritional plans prescribed for specific patient populations.

Patient Care I: Moving and Assisting Patients and Residents

Here you will learn the fundamentals of positioning, lifting and transferring patients. In addition, mobility devices will be discussed. The *Virtual Lab* will illustrate how to assist patients with these devices.

Patient Care II: From Dressing to Feeding Patients

You will learn the basics of dressing patients, performing range-of-motion exercises and helping patients feed themselves. Then, the *Virtual Lab* will take you through the feeding procedure.

Also in Pack 3:

Study Binder
Virtual Lab CD #2
Tape Measure
Procedure Guide #2
Professional Development # 2—Managing Stress, Time and Money
Quiz Answer Sheets and Return Envelopes

INSTRUCTION PACK IV

Patient Cleanliness I: The Basics

In this lesson you will learn important patient cleanliness skills. The *Virtual Lab* will show you how to make an occupied bed, care for dentures and hearing aids and provide personal hygiene care.

Patient Cleanliness II: Providing Perineal and Catheter Care

You will learn how to care for the incontinent or catheterized patient, assist with a bedpan and measure urinary output.

Patient Charting 101

Students will learn how to chart patient records, including recording vital statistics and patient care activities.

Also Included in Pack 4:

Digital Thermometer
Virtual Lab CD #3
Procedure Guide #3
Professional Development # 3—Career Advancement
Quiz Answer Sheets and Return Envelopes

INSTRUCTION PACK V

First Aid Procedures

This lesson instructs you on common first aid procedures that patient care technicians need to know. You will also be well-versed in first aid terminology.

Medical Ethics and Legal Responsibilities

Here you'll learn about medical ethics and legal responsibilities that pertain to patient care technicians, as well as federal regulations for the entire healthcare world.

Comprehensive Practicum

The final lesson in your Patient Care Technician Course allows you to apply your knowledge in "real world" scenarios. You will receive plenty of opportunity to apply your new skills.

Also Included in Pack 5:

Study Binder
Disposable Gloves
Virtual Lab CD #4
Procedure Guide #4
Patient Care Technician Jobs Finder
Quiz Answer Sheets and Return Envelopes

Bonus! When you complete your course and your tuition has been paid in full, you'll receive the following graduation gift:



Blood pressure cuff and stethoscope kit to get you started in your brand new career!



Accredited by the
Accrediting Commission
of the Distance Education
and Training Council

For more information contact:

U.S. Career Institute®

2001 Lowe Street
Fort Collins, CO 80525

© 2006 U.S. Career Institute
Printed in USA 0204100L01A-96

Here's What You Get!

It's yours to use in your course and keep forever!



We reserve the right to update materials and to substitute items of equal or greater value.



You'll be specially trained to work with the nursing staff, physician assistants and other professionals in medical facilities of all kinds.



Your Diploma from U.S. Career Institute...

designates you as a professional Patient Care Technician. You will be proud to display it in your home or office as a symbol of your achievement!

With years of experience operating her own business, Pam Weston saw the moneymaking opportunity for people who would like to work as Patient Care Technicians in association with nurses and physician assistants, to help ensure the comfort and well-being of their patients. When she started U.S. Career Institute over 25 years ago, she also decided to place special emphasis on how people can train in the convenience of their own homes for new careers that pay good money and offer prestige and security. Every successful U.S. Career Institute graduate is fully qualified to perform the professional services they are trained for.

memo

There is nothing more rewarding than working in a secure career where your efforts really help others. As a Patient Care Technician, you are ready to work in hospitals, home healthcare agencies, nursing homes, long-term care facilities, assisted-living facilities and hospices. Whatever you choose, we urge you to start your professional training today!

Pam Weston,
Founder
Pam Weston



School of Medical Studies
U.S. Career Institute®
2001 Lowe Street, Fort Collins, CO 80525