



# Enrollment Agreement

**Coastal Career Academy**  
 288 Plymouth Ave. | 807 Broad St.  
 Fall River, MA 02721 | Providence, RI 02907  
**www.coastalcareeracademy.com**  
**coastalcareeracademy@gmail.com**  
 Tel: (508) 536 – 5366 | Fax: (508) 762 - 1470

## Personal Information

Name: \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Cell: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State & Zip Code: \_\_\_\_\_ / \_\_\_\_\_  
 SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DOB: \_\_\_\_\_ Email: \_\_\_\_\_  
 Emergency Contact (Name & Primary Phone): \_\_\_\_\_ | ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

## Program Details

Course/Program	Requirements	Tuition	Admin. Fee	Additional Expenses <i>(estimated)</i>	
<input type="checkbox"/> Nurse Assistant / Home Health Aide <i>(100 clock hours)</i>	Read & write at 5 <sup>th</sup> grade level	\$800	\$50	Scrubs: \$40 Book(s): \$45 Immunizations: \$50-200	Liability Insurance: \$38 State License Test: ▪ MA: \$100 ▪ RI: \$114
<input type="checkbox"/> Medical Assistant <i>(600 clock hours)</i>	HS Diploma / GED	\$4,500	\$50	Scrubs: \$40 Book(s): \$418 Immunizations: \$50-200	Liability Insurance: \$38 National Test: \$199
<input type="checkbox"/> Medical Admin. Assistant <i>(480 clock hours)</i>	HS Diploma / GED	\$4,500	\$50	Scrubs: \$40 Book(s): \$418-\$550 Immunizations: \$50-200	Liability Insurance: \$38 National Test: \$100 - \$139
<input type="checkbox"/> Medical Coding <i>(280 clock hours)</i>	HS Diploma / GED	\$4,500	\$50	Scrubs: \$40 Book(s): \$438 Immunizations: \$50-200	Liability Insurance: \$38 National Test: \$100-\$139
<input type="checkbox"/> Phlebotomy <i>(200 clock hours)</i>	HS Diploma / GED	\$2,000	\$50	Scrubs: \$40 Book(s): \$88 Immunizations: \$50-200	Liability Insurance: \$38 Lab Fee: \$300 National Test: \$135
<input type="checkbox"/> EKG (Cardio) <i>(40 clock hours)</i>	HS Diploma / GED	\$500	\$50	Scrubs: \$40 Book(s): \$74 Immunizations: \$50-200	Liability Insurance: \$38 Lab Fee: \$300 National Test: \$109
<input type="checkbox"/> Patient Care Technician <i>(380 clock hours)</i>	HS Diploma / GED	\$4,000	\$50	Scrubs: \$40 Book(s): \$300 Immunizations: \$50-200	Liability Insurance: \$38 Lab Fee: \$300 National Test: \$135
<input type="checkbox"/> Massage Therapist Certification <i>(650 clock hours)</i>	HS Diploma / GED	\$6,000	\$50	Scrubs: \$40 Book(s): \$200 - \$500 Immunizations: \$50-200	Liability Insurance: \$38 Equipment: \$400
<input type="checkbox"/> Plumbing Apprentice – TIER I-V <i>(110 clock hours)</i>	Apprentice Card	\$750	\$50	Massachusetts Code Book & Materials: \$199	
<input type="checkbox"/> AHA BLS <i>(4 clock hours)</i>	<i>n/a</i>	\$65	\$0	Book: \$10	

Program: \_\_\_\_\_

Start Date: DD/MM/YY \_\_\_\_\_

End Date: DD/MM/YY \_\_\_\_\_

Method of Payment: *(circle below)*

Cash Check Credit School Payment Plan Career Ctr. Network RI

Career Center Contact: \_\_\_\_\_

Immunization Records Received: DD/MM/YY \_\_\_\_\_

Tuition Fee: \_\_\_\_\_

Textbooks: \_\_\_\_\_

Supplies: \_\_\_\_\_

Liability Insurance: \_\_\_\_\_

Other: \_\_\_\_\_

Discount: \_\_\_\_\_

**Total Cost:** \_\_\_\_\_



# Nursing Assistant Training

(Home Health Aide)

Massachusetts 

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## Program Overview

The Nursing Assistant Training covers basic nursing skills, personal care skills and recognition for mental health and social service needs, basic restorative services and residential rights. It does include Home Health Aide. Employment opportunities exist at hospitals, nursing homes, home health care agencies, domiciliary care and residential care facilities.

## Occupational Objectives

- Nursing assistants, sometimes called nursing aides, help provide basic care for patients in hospitals and residents of long-term care facilities, such as nursing homes. Orderlies transport patients and clean treatment areas.
- Nursing assistants work in nursing and residential care facilities and in hospitals. They are frequently physically active and may need to help lift or move patients.

## Career Outlook

- The median annual wage for nursing assistants was \$27,520 in May 2018.
- Overall employment of nursing assistants and orderlies is projected to grow 11 percent from 2018 to 2026, faster than the average for all occupations. As the baby-boom population ages, nursing assistants and orderlies will be needed to assist and care for elderly patients.

Course	Course Description	Course Number	Hours
Nurse Assistant / Home Health	<i>This program is state-certified and provides students with the skills needed to work in a variety of medical settings. Topics include physical and emotional care of patients, vital signs, communication skills, handling of stress, safety issues, and the aging process. The course consists of classroom instruction, followed by practice in a nursing lab. In order to apply these skills in a clinical setting, approximately 24 hours will be spent in a nursing home under the supervision of the instructor.</i>	NAT100	100
		<b>Total Hours</b>	<b>100</b>

Start Date: DD/MM/YY \_\_\_\_\_

End Date: DD/MM/YY \_\_\_\_\_

Day: Monday Tuesday Wednesday Thursday Friday

Night: Monday Tuesday Wednesday Thursday Friday

Class Time: \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

Tuition Fee: ..... \$800

Textbooks: ..... \$55

State License ..... \$100

Liability Insurance:..... \$20

Admin Fee: ..... \$50

**Total Cost: \$1,033**



# Nursing Assistant Training

(Home Health Aide)

Rhode Island



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## Program Overview

The Nursing Assistant Training covers basic nursing skills, personal care skills and recognition for mental health and social service needs, basic restorative services and residential rights. It does include Home Health Aide. Employment opportunities exist at hospitals, nursing homes, home health care agencies, domiciliary care and residential care facilities.

## Occupational Objectives

- Nursing assistants, sometimes called nursing aides, help provide basic care for patients in hospitals and residents of long-term care facilities, such as nursing homes. Orderlies transport patients and clean treatment areas.
- Nursing assistants work in nursing and residential care facilities and in hospitals. They are frequently physically active and may need to help lift or move patients.

## Career Outlook

- The median annual wage for nursing assistants was \$27,520 in May 2018.
- Overall employment of nursing assistants and orderlies is projected to grow 11 percent from 2018 to 2026, faster than the average for all occupations. As the baby-boom population ages, nursing assistants and orderlies will be needed to assist and care for elderly patients.

Course	Course Description	Course Number	Hours
Nurse Assistant / Home Health	<i>This program is state-certified and provides students with the skills needed to work in a variety of medical settings. Topics include physical and emotional care of patients, vital signs, communication skills, handling of stress, safety issues, and the aging process. The course consists of classroom instruction, followed by practice in a nursing lab. In order to apply these skills in a clinical setting, approximately 24 hours will be spent in a nursing home under the supervision of the instructor.</i>	NAT100	100
NA / HHA Skills Training	<i>This is a skills lab class in which students prepare for state licensing exam. Mock exams and demonstration of required skills taught in NAT100 are reviewed.</i>	NAT101	20
		<b>Total Hours</b>	<b>120</b>

Start Date: DD/MM/YY \_\_\_\_\_

End Date: DD/MM/YY \_\_\_\_\_

Day: Monday Tuesday Wednesday Thursday Friday

Night: Monday Tuesday Wednesday Thursday Friday

Class Time: \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

Tuition Fee: ..... \$800

Textbooks: ..... \$45

State License..... \$114

Lab Fee: ..... \$200

Liability Insurance:..... \$38

Admin Fee: ..... \$50

**Total Cost: \$1,247**



# Medical Assistant Program

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## Program Overview

This program is designed to train students for the administrative and clinical duties routinely performed in health care facilities.

## Occupational Objectives

- Medical assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities. Duties vary with the location, specialty, and size of the practice.
- Most medical assistants work in physicians’ offices, hospitals, outpatient clinics, and other healthcare facilities.

## Career Outlook

- The median annual wage for medical assistants was \$32,480 in May 2018.
- Employment of medical assistants is projected to grow 29 percent from 2018 to 2026, much faster than the average for all occupations.

Course	Course Description	Course Number	Hours
Foundations of Health Science	<i>This on-line course combines Medical Terminology and Anatomy courses. Covers content for 150 universal medical terms (prefixes, roots, and suffixes.) Anatomical terms, locations, positions, and directions. Function and structure, disease and disorders.</i>	FHS100	80
Clinical Procedures	<i>This course introduces medical assistant students to clinical procedures performed in the medical office setting. Students perform basic examining room skills, including screening, vital signs, patient history, minor surgery, and patient preparation for routine and specialty exams in the ambulatory setting.</i>	MA202	120
Administrative Medical Assistant	<i>This course examines the role and function of the medical professional. Topics including patient education, compliance with HIPAA, and relationships with health care providers are covered. Students are introduced to the latest in financial procedures, financial management concepts, and communication technology and skills.</i>	MA204	120
EKG	<i>The basic EKG technician course offers the skills necessary to perform EKG tracings of the heart. This program is designed to be an introduction to the cardiovascular system and related terminology with an emphasis on performing 12-lead EKG tracings and basic rhythm identification. If you are training for a career in the health care industry, this skill will enhance your career opportunities in a physician's office, clinic, skilled nursing or hospital setting</i>	EKG210	40
Phlebotomy	<i>This program teaches to obtain blood specimens from clients for the purpose of laboratory analysis. Phlebotomists must be familiar with all aspects of the blood collection process. Lectures include laboratory terminology, anatomy and physiology, blood collection procedures, specimen processing, communication skills, legal/ethical issues and professional-ism. You will have hands-on laboratory practice sessions as well as clinical training.</i>	PHL200	80
MA Externship	<i>Clinical lab externship once the didactic course has been completed. Externships are assigned once a student passes with a grade of 70% or greater. Students may be required to drive within a 50 mile radius for their clinical externship.</i>	EST208	160
		<b>Total Hours</b>	<b>600</b>

Copied from  
Phlebotomy

Start Date: DD/MM/YY \_\_\_\_\_

End Date: DD/MM/YY \_\_\_\_\_

Day: Monday Tuesday Wednesday Thursday Friday

Night: Monday Tuesday Wednesday Thursday Friday

Class Time: \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

Tuition Fee: ..... \$4,500

Textbooks: ..... \$418

Test Fee: ..... \$199

Liability Insurance: ..... \$38

Admin Fee: ..... \$50

**Total Cost: \$5,205**



# Medical Coding

**Coastal Career Academy**  
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## Program Overview

The fundamentals of coding will be communicated by building upon the knowledge, principals and guidelines required in order to be successful in the medical coding field.

## Occupational Objectives

- Medical coding is the translation or transformation of healthcare diagnosis, procedures, medical services, and equipment into medical numeric or alphanumeric codes.
- The diagnoses and procedure codes are taken from medical record documentation, such as transcription of physician's notes, laboratory and radiologic results, etc.
- For every injury, diagnosis, and medical procedure, there is a specific and corresponding code.

## Career Outlook

- The average medical coder across all AAPC membership (certified and non-certified) earns approximately \$52,411 per year

Course	Course Description	Course Number	Hours
Foundations of Health Science	<i>This on-line course combines Medical Terminology and Anatomy courses. Covers content for 150 universal medical terms (prefixes, roots, and suffixes.) Anatomical terms, locations, positions, and directions. Function and structure, disease and disorders.</i>	FHS100	80
Medical Coding	<i>This course is the introductory foundation of the coding industry. The fundamentals of coding will be communicated by building upon the knowledge, principals and guidelines required in order to be successful in the medical coding field. A series of in class sessions will provide an overview of medical coding, medical billing, coding terminology/nomenclature, medical record documentation and review the different coding work environments.</i>	MC300	100
Exam Preparation	<i>Exam preparation includes 100 hour of review and comprehensive practice exams.</i>	EX301	100
		<b>Total Hours</b>	<b>280</b>

**Start Date:** DD/MM/YY \_\_\_\_\_

**End Date:** DD/MM/YY \_\_\_\_\_

**Day:** Monday Tuesday Wednesday Thursday Friday

**Night:** Monday Tuesday Wednesday Thursday Friday

**Class Time:** \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

**Tuition Fee:** ..... \$4,500

**Textbooks:** ..... \$438

**Test Fee:** ..... \$100-139

**Liability Insurance:**..... \$38

**Admin Fee:** ..... \$50

**Total Cost:** ..... \$5,126



# Cardio-Phlebotomy Technician

**Coastal Career Academy**  
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## Program Overview

Phlebotomy Technician program consist of two (2) in-class courses plus a 120 hour externship. Students must obtain a minimum of 100 successful venipuncture draws on their externship.

## Occupational Objectives

- EKG Technicians perform diagnostic testing for physician review
- Phlebotomists draw blood for tests, transfusions, research, or blood donations. Some explain their work to patients and assist when patients have adverse reactions after the patient’s blood is drawn
- Phlebotomists work in hospitals, medical and diagnostic laboratories, blood donor centers, and doctors’ offices

## Career Outlook

- Employment of Phlebotomists is projected to grow 25 percent from 2018 to 2026, much faster than the average for all occupations. Hospitals, diagnostic laboratories, blood donor centers, and other locations will need phlebotomists to perform bloodwork.
- The median annual wage for Phlebotomists was \$33,670 in 2017

Course	Course Description	Course Number	Hours
Phlebotomy	<i>This program teaches to obtain blood specimens from clients for the purpose of laboratory analysis. Phlebotomists must be familiar with all aspects of the blood collection process. Lectures include laboratory terminology, anatomy and physiology, blood collection procedures, specimen processing, communication skills, legal/ ethical issues and professional-ism. You will have hands-on laboratory practice sessions as well as clinical training.</i>	PHL200	80
Phlebotomy Externship	<i>Students are assigned a clinical lab externship once the didactic course has been completed. Externships are assigned once a student passes with a grade of 70% or greater. Students may be required to drive within a 50 mile radius for their clinical externship. One externship is assigned per student. We do not offer more than one date for the reason these sites are hard to come by. 120 hours/40 hours per week/ daytime</i>	EXT201	120
EKG	<i>The basic EKG technician course offers the skills necessary to perform EKG tracings of the heart. This program is designed to be an introduction to the cardiovascular system and related terminology with an emphasis on performing 12-lead EKG tracings and basic rhythm identification. If you are training for a career in the health care industry, this skill will enhance your career opportunities in a physician's office, clinic, skilled nursing or hospital setting</i>	EKG202	40
		<b>Total Hours</b>	<b>240</b>

**Start Date:** DD/MM/YY \_\_\_\_\_

**End Date:** DD/MM/YY \_\_\_\_\_

**Day:** Monday Tuesday Wednesday Thursday Friday

**Night:** Monday Tuesday Wednesday Thursday Friday

**Class Time:** \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

**Tuition Fee:** ..... \$2,000

**Textbooks:** ..... \$162

**Lab Fee:** ..... \$600

**Liability Insurance:**..... \$38

**Admin Fee:** ..... \$50

**Total Cost:** ..... \$2,850



# EKG Certification

**Coastal Career Academy**  
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## Program Overview

The ECG Certificate course is designed to advance the skills, knowledge and competencies of healthcare professionals who routinely perform electrocardiograms (ECGs) in their workplace

## Occupational Objectives

Upon completion of this program, participants will be able to:

- Define the key terms for electrocardiography.
- Describe the electrical conduction system of the heart
- Recognize and explain the significant of waves, rhythms and artifacts produced by the 12-lead ECG.
- Name the standard 12 leads and describe what area of the heart each lead represents.
- Describe how to operate and maintain electrocardiogram equipment.
- Describe how to perform a single-channel or multichannel electrocardiograph.
- Describe what causes each type of artifact and how each can be eliminated.
- Read ECGs using a standard procedure.
- Describe how medications and electrolyte disturbances can cause changes to an ECG.
- Identify the different types of abnormalities that can be determined from an ECG.
- Explain the need for a Holter monitor, a treadmill stress test and a thallium stress test.
- Describe how to use a Holter monitor with a patient.

## Career Outlook

- The median annual wage for a EKG Technician is \$38,824 as of July 31, 2018

Course	Course Description	Course Number	Hours
EKG	<i>The ECG Certificate course is designed to advance the skills, knowledge and competencies of healthcare professionals who routinely perform electrocardiograms (ECGs) in their workplace</i>	EKG202	40
<b>Total Hours</b>			<b>40</b>

Start Date: DD/MM/YY \_\_\_\_\_

End Date: DD/MM/YY \_\_\_\_\_

Day: Monday Tuesday Wednesday Thursday Friday

Night: Monday Tuesday Wednesday Thursday Friday

Class Time: \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

Tuition Fee: ..... \$500

Textbooks: ..... \$74

Test Fee: ..... \$109

Lab Fee: ..... \$300

Liability Insurance:..... \$38

Admin Fee: ..... \$50

**Total Cost: \$1,071**





# Patient Care Technician

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## Program Overview

This program is designed for PCT's to work under the supervision of nursing or medical staff to provide basic patient care, including assisting with patient care, planning and assessments

## Occupational Objectives

- Patient Care Technicians (PCT) help patients with their basic needs and collaborate with medical professionals to achieve excellent patient care.
- PCTs are trained in patient care as well as various clinical tasks that give them the ability to create a supportive environment (e.g. recording vital signs, height, weight, input output, collect and test specimens, report and record patients condition and patient treatments.)

## Career Outlook

- The BLS reports that PCTs can expect a growth in demand of 17% from 2014 to 2024, which is much faster than the average for most other professions.
- Average Patient Care Technician salaries for job postings in MA are 20% higher than average Patient Care Technician salaries for job postings nationwide. (\$43,000)

Course	Course Description	Course Number	Hours
Foundations of Health Science	<i>This on-line course combines Medical Terminology and Anatomy courses. Covers content for 150 universal medical terms (prefixes, roots, and suffixes.) Anatomical terms, locations, positions, and directions. Function and structure, disease and disorders.</i>	FHS100	80
Phlebotomy	<i>This program teaches to obtain blood specimens from clients for the purpose of laboratory analysis. Phlebotomists must be familiar with all aspects of the blood collection process. Lectures include laboratory terminology, anatomy and physiology, blood collection procedures, specimen processing, communication skills, legal/ ethical issues and professional-ism. You will have hands-on laboratory practice sessions as well as clinical training.</i>	PHL200	80
Phlebotomy Externship	<i>Students are assigned a clinical lab externship once the didactic course has been completed. Externships are assigned once a student passes with a grade of 70% or greater. You may be required to drive within a 50 mile radius for your clinical externship. One externship is assigned per student. We do not offer more than one date for the reason these sites are hard to come by. 120 hours/40 hours per week/ daytime</i>	EXT201	120
EKG	<i>The basic EKG technician course offers the skills necessary to perform EKG tracings of the heart. This program is designed to be an introduction to the cardiovascular system and related terminology with an emphasis on performing 12-lead EKG tracings and basic rhythm identification. If you are training for a career in the health care industry, this skill will enhance your career opportunities in a physician's office, clinic, skilled nursing or hospital setting</i>	EKG202	40
Nurse Assistant / Home Health	<i>This program is state-certified and provides students with the skills needed to work in a variety of medical settings. Topics include physical and emotional care of patients, vital signs, communication skills, handling of stress, safety issues, and the aging process. The course consists of classroom instruction, followed by practice in a nursing lab. In order to apply these skills in a clinical setting, approximately 24 hours will be spent in a nursing home under the supervision of the instructor.</i>	NAT100	100 / 120
		<b>Total Hours</b>	<b>420</b>

**Start Date:** DD/MM/YY \_\_\_\_\_  
**End Date:** DD/MM/YY \_\_\_\_\_  
**Day:** Monday Tuesday Wednesday Thursday Friday  
**Night:** Monday Tuesday Wednesday Thursday Friday  
**Class Time:** \_\_\_\_\_ (am/pm) to \_\_\_\_\_ (am/pm)

**Tuition Fee:** ..... \$4,000  
**Textbooks:** ..... \$300  
**Test Fee:** ..... \$135  
**Lab Fee:** ..... \$300  
**Liability Insurance:**..... \$38  
**Admin Fee:** ..... \$50  
**Total Cost:** ..... **\$4,823**