

Massage Workshop Series

For thousand of years, in every culture, touch and massage have been a basic part of healing, relaxation, reducing pain, and pleasure. In this series, you will learn the basics of massage. You will experience a variety of techniques and feedback with an opportunity to practice each one in a safe, non-threatening environment. You will learn various nurturing massage strokes that will benefit your family and friends. No partner is necessary for the class.

Please bring the following items to class: massage oil or lotion, exercise mat, pad, or two large towels, and a pillow. Dress in sweats or comfortable shorts. For women, a tube top halter or bikini top is recommended. Short, filed nails are required.

**DISCOUNT: Receive a discount when you attend all 4 classes!*

Session 1

Date: Jan 9 – Jan 30
50039 Sat 9:30am-12:30pm \$110*

Session 2

Date: Apr 10 – May 1
50040 Sat 9:30am-12:30pm \$110*

Instructor: Bernadette Ramirez

Introduction to Massage

This class will cover the basics of relaxing style massage. Various types of strokes and techniques will be demonstrated and practiced. You will learn different ways of varying strokes by using different parts of your hands, forearms, and elbows. Body mechanics to protect your body will also be demonstrated and practiced. Different positions for the person receiving the massage such as on a chair, on the floor, on a table, on their stomach, side, and back will be demonstrated.

Note: No partner is necessary for this class.

Session 1

Date: Jan 9
50041 Sat 9:30am - 12:30pm \$31

Session 2

Date: Apr 10
50043 Sat 9:30am - 12:30pm \$31

Instructor: Bernadette Ramirez

Massage for the Neck, Upper Back & Shoulders

This section will focus on stress relieving massage for the neck, shoulders, upper back and for headaches. Various strokes and positions for massage will be shown. Anatomy and some of the causes of pain in this area will be explained. Self massage techniques for these areas will also be demonstrated.

Note: No partner is necessary for this class.

Session 1

Date: Jan 16
50044 Sat 9:30am - 12:30pm \$31

Session 2

Date: Apr 17
50045 Sat 9:30am - 12:30pm \$31

Instructor: Bernadette Ramirez

Massage for the Mid & Lower Back

This section will focus on tension and pain relieving massage for the entire back and sciatica. Various strokes and positions for massage will be shown. Anatomy and some of the causes of pain in this area will be explained. Some exercises for keeping the area flexible and strong and for reducing pain will be recommended. Ergonomics and body mechanics will be discussed. Self massage techniques for this area will also be demonstrated.

Note: No partner is necessary for this class.

Session 1

Date: Jan 23
50046 Sat 9:30am - 12:30pm \$31

Session 2

Date: Apr 24
50047 Sat 9:30am - 12:30pm \$31

Instructor: Bernadette Ramirez

Massage for the Lower Body

Learn a sequence for massaging the lower half of the body. Instruction and hands on lesson on how to relieve tension in the hips, hamstrings, calves, ankles and feet. Also, a foot acupressure sequence will be taught. The perfect follow up to the massage therapy series for head to toe massage.

Session 1

Date: Jan 30
50048 Sat 9:30am - 12:30pm \$31

Session 2

Date: May 1
50049 Sat 9:30am - 12:30pm \$31

Instructor: Bernadette Ramirez

Kids College

Comic Strip Fun with Photoshop (Grades 4th – 8th)

In this class kids have the opportunity to learn storyboarding, script creation and layout design for their very own comic strip. Using Photoshop, students will learn how to turn an ordinary photograph into an existing comic strip image. Each student will have their work published in a professional soft cover class book. Students will take home a CD of their creations and 2 mounted prints.

Date: Apr 10 – May 22
50123 Sat 10:00am – 12:00pm \$89*

**Material Fee: \$17 payable to the instructor in cash for course materials.
*Optional fee \$28 for a comic bounded book.
Instructor: Dedre Robinson*

Mind Your Manners - Youth Etiquette (Ages 5 - 7)

This is a fun and informative program that provides a foundation for good manners, dining skillfulness, and leadership ability. Topics include introducing yourself and others, setting the dinner table, and what to do at the dinner table.

Date: Apr 17 – May 8

Final Class at Whittier Radisson at 9:00am for final breakfast.

50152 Sat 10:00-10:50am \$60*
**Material Fee: \$28 fee due on first day of class for booklet & training breakfast at the Whittier Radisson.*

Instructor: Cricket Wantland

Youth Etiquette (Ages 8-12)

This is a fun and informative program that provides a foundation for good manners, dining skillfulness, and leadership ability. Topics include using a cell phone, introducing yourself and others, and what to do at the dinner table.

Date: Apr 17 – May 8

Final Class at Whittier Radisson at 9:00am for final breakfast.

50153 Sat 9:00-9:50am \$60*
**Material Fee: \$28 fee due on first day of class for booklet & training breakfast at the Whittier Radisson.*

Instructor: Cricket Wantland

Forensics 101 (Ages 11-14)

Use sleuthing skills in our forensic science camp to find out how the real crime scene investigators (CSI) do it! Students will explore crime scenes, collect evidence, dig and explore for hidden clues. Students will learn actual forensic science techniques including methods in forensic photography, fingerprinting, ballistics, drug and blood analysis, shoe impressions, hair and fiber analysis, criminal profiling, and evidence collection. Students will put these newfound skills to use on their final day of camp as they explore a staged crime scene to search for clues, collect and analyze evidence to determine “whodunit.”

Date: Mar 13 – Mar 27
50143 Sat 9:00am - 12:00pm \$50*

** Materials fee of \$30 is payable to instructor on the first day of class. Check or cash only.
Instructor: Jim Newman*

Conversational Spanish for Children (Ages 7-10)

Students will learn basic Spanish while having fun by using songs, a variety of games, movement, colorful visual aids and practical conversation. Children will learn sounds of vowels, consonants, family members, days of the week, and seasons. Promote the value of a culturally diverse society by supporting, respecting, and usage in personal, social, and cultural interactions with special emphasis on vocabulary.

Date: Jan 16 - Mar 6 No Class Feb 13
50056 Sat 9:0-11:40am \$99

*Instructor: Maria Gonzalez
Material Fee: \$5 payable to the instructor in cash only on first day of class.

Kids College, continued

Piano for Children

****Must pre-register @ 562-463-4606**

This course is great for beginners. Students will learn the basics of the piano and music theory. Learn how to read and play music.

Note: In an effort to provide a positive experience for students, the instructor may group students according to experience and skill level. Students may be asked to meet later than the scheduled time listed below.

Session 1

Dates: Feb 16 – Mar 30

50057	Tue	3:00-3:30pm	\$88*
50058	Tue	4:00-4:30pm	\$88*
50059	Tue	5:00-5:30pm	\$88*

Session 2

Dates: Apr 13 – May 25

50060	Tue	3:00-3:30pm	\$88*
50061	Tue	4:00-4:30pm	\$88*
50062	Tue	5:00-5:30pm	\$88*

**Materials fee: \$20 is payable to instructor on the first day of class. Checks or cash, only.*
Instructor: David Saint-Laurent

Guitar for Children

****Must pre-register @ 562-463-4606**

In this class you will learn the basics of playing guitar and be able to identify and play basic first position chords. You will learn the skills necessary for playing Folk, Pop, Rock and Blues. Students must bring a guitar to the first class meeting.

Note: In an effort to provide a positive experience for students, the instructor may group students according to experience and skill. Students may be asked to meet later than the scheduled time listed below.

Session 1

Date: Feb 16 – Mar 30

50063	Tue	3:30-4:00pm	\$88*
50064	Tue	4:30-5:00pm	\$88*
50065	Tue	5:30-6:00pm	\$88*

Session 2

Date: Apr 13 – May 25

50066	Tue	3:30-4:00pm	\$88*
50067	Tue	4:30-5:00pm	\$88*
50068	Tue	5:30-6:00pm	\$88*

**Material Fee: \$20 is payable to instructor on the first day of class. Checks or cash, only.*
Instructor: David Saint-Laurent



Medical

Medical Billing Certificate Program

If you are bored, underpaid, or insecure about your job this Certificate Program in Medical Billing can make you a valued professional in the fast-growing health care field. These courses are made available on weekends and evenings. Participation in the Certificate Program is not required. Courses may be taken individually as long as you meet the prerequisites. Minimum enrollment is 20 students.

REQUIRED COURSES (Complete All)

- Introduction to Medical Insurance Billing
- Advanced Medical Insurance Billing
- Workers' Compensation & Personal Injury
- Orientation, Online

There will be NO registrations at the door. All courses must be pre-paid. Proof of registration must be presented at each course. Course materials, texts, and materials fees are NOT included in the registration fee and are payable to the instructor at the 1st meeting of each course. Those who complete the Certificate Program will receive a Certificate of Completion issued by the college. Please review dates below for exact times (students will meet earlier for Orientation to Online Billing)

Dates: Apr 10 – Apr 18

50070 \$275*

Introduction – Apr 10 & Apr 11

Sat & Sun 9:00am-4:30pm

Advanced - Apr 17

Sat 8:00 am - 2:30pm

Orientation to On-line billing – Apr 18

Sun 9:00am - 9:15 am

Workers Compensation – Apr 18

Sun 9:30am - 4:00pm

**For all four (4) classes.*

**Material Fees: payable to the instructor at each class. Cash only.*

Instructor: Kris Hernandez



Introduction to Medical Insurance Billing (4 Parts)

One of the physicians' most valued employees is the one who does the insurance billing. Learn medical billing techniques and how to follow up and collect on billed claims.

In this course, you will learn:

- How to bill Medicare, MediCal, TRICARE, CHAMPVA and private insurance carriers
- How to complete the CMS 1500 (universal) insurance claim form
- How to read an Explanation of Benefits (EOB) and how to use it to bill secondary insurance carriers
- How to look up diagnosis codes, procedure codes, modifiers, and how to bill from a Superbill

Dates: Apr 10 & Apr 11

50071 Sat & Sun 9:00am-4:30pm \$105*

** Material Fee: \$69.00 payable to the instructor. Cash only.*

Instructor: Kris Hernandez

Advanced Medical Insurance Billing

This workshop is for those students who have completed the Medical Insurance Billing course or students who are already billers and want to further their knowledge in medical billing.

In this course, you will learn:

- The difference between PPO's, HMO's, IPA's and other managed care issues
- The ins and outs of contracting with managed care plans
- HCPCS coding – when to use these codes
- How to analyze and solve difficult billing problems
- HIPAA – Health Insurance Portability & Accountability Act
- Open discussions on various issues of concern to Medical Billers

Prerequisite: Experience as a Medical Biller or Certificate of Completion from Introduction to Medical Insurance Billing.

Date: Apr 17

50072 Sat 8:00 am-2:30pm \$85*

**Material Fee: \$39.00 payable to the instructor. Cash only.*

Instructor: Kris Hernandez