

CORPORATE & COMMUNITY EDUCATION

**Corporate
& Community**
EDUCATION



DANVILLE AREA COMMUNITY COLLEGE

The DACC Corporate and Community Education Division (CCE) is committed to serving the training and consulting needs of the business, industrial, labor, and professional community. The CCE was developed to respond to these needs quickly and with a high degree of flexibility. For more information, call (217) 443-8777, Fax (217) 554-1625, or e-mail: cce@dacc.edu

Help for Caregivers of Older Adults

Coming to DACC for Spring 2011

Danville Area Community College, in cooperation with CRIS Healthy-Aging Center, invites you to attend one or more workshops designed to help you care for an older adult. The emphasis will be on providing practical information and resources that you can use in your situation.

Format: Presentation and group discussion.

Length/schedule: Workshops will be 60 minutes each, to be held mid-afternoon and early evening. The final schedule will be set to best accommodate those attending. Sessions will start in the Spring of 2011.

Topics: Topics will be determined based on your needs, with examples including: meeting caregiver personal needs; juggling family responsibilities and other commitments; legal considerations; financial resources; finding qualified aides; reducing falls; social and other services available; security and safety, and more.

Contact: To express interest, tell us your needs, request a schedule when available, or DACC at (217) 443-8777 and ask for Dr. Gingold or Ms. Brain. Or you can visit the following web site: <http://www.surveymonkey.com/s/SXW9D2K>

CULINARY ARTS CERTIFICATE

With a focus on basic food preparation and production skills, nutrition, and food safety and sanitation, the Culinary Arts Certificate program prepares students for various entry-level positions in the food service industry, provide opportunities for students to master their skills. Those individuals not pursuing a certificate program, but are very interested in increasing their culinary knowledge and skills, can select any of the courses listed below based on their own interests. Practical hands-on lab activities in a state-of-the-art commercial kitchen environment provide opportunities for students to master their skills.



Stocks, Sauces, and Soups

Mondays, January 24-May 2, 2011 5:30-9:30 p.m.
Course Fee: \$388.00; Credit Hours: 3

Serving the Customer

Tuesdays, January 25-May 3, 2011 7:00-9:30 p.m.
Course Fee: \$257.00; Credit Hours: 2

Meats, Poultry, Fish and Eggs

Wednesdays, January 26-April 20, 2011 5:30-9:30 p.m.
Course Fee: \$388.00; Credit Hours: 3

Bakeshop II

Thursdays, January 27-April 21, 2011 5:30p-9:30p
Course Fee: \$388.00; Credit Hours: 3

*All Classes held at Bremer Conference Center,
Room 136*

To register or for more information,
Call: (217) 443-8777 or Fax: (217) 554-1625
E-mail: cce@dacc.edu or
Web: www.dacc.edu/cce

**Corporate
& Community**
EDUCATION



DANVILLE AREA COMMUNITY COLLEGE

SERVICES

- Customized Training Programs
- Availability of Portable Computer Lab
- Driver Education Training
- ACT Work Keys Job Profiling
- ACT Assessment Center
- Defensive Driving
- Facility Rental

PHLEBOTOMY TECHNIQUES

One-week registration: January 18-21, 2011

February 8-May 5, 2011

Tuesdays & Thursdays 2:30 p.m.-4:30 p.m.

Course Fee: \$348.00 Credit Hours: 3

Bremer Conference Center, Room #111

PHARMACY TECHNICIAN

One-week registration: January 18-21, 2011

February 10-May 12, 2011

Thursdays, 6:00 p.m.-8:30 p.m.

Bremer Conference Center, Room #111

Course Fee: \$202.00 Credit Hours: 2

MEDICAL CODING BASICS: ICD-9 & CPT

March 28-May 11, 2011

Mondays & Wednesdays, 6:00 p.m.-9:30 p.m.

Technology Center, Room #140

Course Fee: \$395.00 Credit Hours: 3

MEDICAL INSURANCE BILLING

March 1-April 21, 2011

Tuesdays & Thursdays, 6:00 p.m.-9:30 p.m.

Technology Center, Room #140

Course Fee: \$395.00 Credit Hours: 3

**To register or for more information,
Call: (217) 443-8777 or Fax: (217) 554-1625
E-mail: cce@dacc.edu or
Web: www.dacc.edu/cce**



DANVILLE AREA COMMUNITY COLLEGE

PROVENA REGIONAL EMS SYSTEM AND DACC COURSES

EMT-BASIC COURSE January 19-May 11, 2011

Mondays & Wednesdays 6:00 p.m.-10:00 p.m.

Bremer Conference Center, Room 141

Course Fee: \$290.00

- **Must be 18 or older;**
- **Must have a high school diploma or the equivalent**
- **Must have a current American Heart Association CPR for Healthcare Provider card or American Red Cross CPR for the Professional Rescuer card.**
- **Must complete all health screening requirements prior to scheduling any clinical hours.**

FIRST RESPONDER COURSE

The goal of this course is to provide students with the core knowledge, skills and attitudes to function in the capacity of a First Responder. The First Responder uses a limited amount of equipment to perform initial assessment and intervention and is trained to assist other EMS providers.

Dates to be announced.

DACC COMMUNITY TRAINING CENTER AMERICAN HEART ASSOCIATION

- ♥ **Heartsaver CPR w/AED** - Designed to teach CPR and relief of foreign-body airway obstruction (FBAO) to all lay rescuers, including use of an automated external defibrillator.
- ♥ **BLS for Healthcare Providers** – Learn the skills of CPR for victims of all ages, relief of foreign-body airway obstruction (FBAO), and use of an automated external defibrillator (AED) for Healthcare Providers.
- ♥ **Heartsaver First Aid** – Integrates training in first aid, CPR, and use of an automated external defibrillator (AED).
- ♥ **Heartsaver CPR in Schools** – Designed to teach both adult and pediatric (infant/child) lay rescuer CPR to middle or high school students.
- ♥ **Instructor Courses** – First Aid, Heartsaver, and Healthcare Provider.

DRIVER EDUCATION/LOGISTICS

For rates and more information contact: Gary Belt at (217) 443-8565 or E-mail gbelt@dacc.edu

TRACTOR/TRAILER DRIVER TRAINING

- Day classes every 6 weeks
- Weekend/night classes available



Additional Training Offered

- Specialized training available for companies
- Refresher course for individuals with Class A CDL
- Transmission Simulator Training (Experienced drivers can enhance their driving skills on all types of transmissions.)
- National Safety Council Defensive Driving Course
- Hazmat Training & Recertification
- Hours of Service Training
- New Driver DOT Certification Course

DRIVER EDUCATION

This course will prepare the student for obtaining their Illinois Driver's License. It will provide both the required 30 hours of Classroom Instruction and the required 6 hours of Behind-the-Wheel Instruction.

- Required 30 hours of classroom instruction and the required 6 hours of Behind-the-Wheel. \$375.00
- Required 30 hours of classroom instruction only. \$200.00
- Required 6 hours of Behind-the-Wheel only. \$175.00.

All classes meet from 4:00-6:00 p.m. in Technology Center, Room 142. Fee: \$35.00

March 7-31, 2011	July 25-August 18, 2011
April 11-May 5, 2011	August 29-Sept. 22, 2011
May 16-June 9, 2011	October 3-27, 2011
June 20-July 14, 2011	Nov. 7-Dec. 1, 2011

CERTIFIED WAREHOUSING/DISTRIBUTION SPECIALIST

- Working in the Warehousing Environment
- Warehousing and Workforce Skills
- Warehousing and Distribution Process
- Warehousing Technology Skills
- Representative Warehousing Skills

For rates and more information contact Gary Belt at (217) 443-8565 or gbelt@dacc.edu

SPRING 2011 OPEN ENROLLMENT CORPORATE EDUCATION TRAINING

EPA/OSHA

FORKLIFT OPERATOR

This program is designed to provide your employees with the equipment-specific training needed to comply with OSHA's powered industrial truck standard. Forklift Safety Training will educate your employees on the most common type of equipment - the sit down, counter balanced forklift. Topics covered are:

- Importance of a pre-trip inspection
- How to insure operator safety
- Load limitations and load balancing
- Proper driving techniques
- Maintaining forklift stability during operation

March 17, 2011 or June 14, 2011

\$95.00

Location: Technology Center

Instructor: Grey & Associates

OSHA 511: OCCUPATIONAL SAFETY AND HEALTH STANDARDS FOR GENERAL INDUSTRY

This course covers OSHA policies, procedure and standards, as well as general industry safety and health principles. Topics include the scope and application of OSHA General Industry Standards with special emphasis on areas that are the most hazardous. Participants who successfully complete this course earn an OSHA course completion certificate. Participants will learn:

- OSHA safety and health standards, policies and procedures
- How to identify and recommend abatement for safety and health hazards
- Utilizing OSHA standards and regulations to supplement an ongoing safety and health program.

January 24, 25, 26 & 27, 2011

8:00A-5:00P

\$750.00 (materials included)

Location: Bremer Conference Center 110

Sponsor: National Safety Education Center

OSHA 501: TRAINER COURSE IN OSHA STANDARDS FOR GENERAL INDUSTRY

It is your responsibility to ensure you meet all course prerequisites prior to enrolling in the course. Please bring copies of all necessary documentation for prerequisite course with you on the first day of class. We will need to keep these copies for our records. Prerequisite Verification Form for General Industry 501 must be completed prior to class.

OSHA 501 Prerequisites: Course #511 and five years of general industry safety experience. A college degree in occupational safety and health, a Certified Safety Professional, or Certified Industrial Hygienist designation, in the applicable training area may be substituted for two years of experience.

This course is designed for personnel interested in teaching 10 and 30 Hour General Industry Safety and Health Outreach Programs. Emphasis is placed on topics required in the 10 and 30 hour programs and those that are most hazardous. Successful completion allows participants to become OSHA Outreach Program trainers, conduct 10 and 30 Hour General Industry Safety and Health courses and issue completion cards to their students.

Participants will learn:

- How to identify hazards and abatement methods according to OSHA 29 CFR 1910;
- Training techniques
- Hazard identification and communication.

February 21, 22, 23, & 24, 2011 8:00A-4:30P

\$750.00 (materials included)

Location: Bremer Conference Center 110

Sponsor: National Safety Education Center

OSHA 30 HOUR GENERAL INDUSTRY

The 30-hour program is intended to provide a variety of training on general industry safety and health to entry-level workers. This class is designed to be presented to workers; therefore it emphasizes hazard identification, avoidance, control, and prevention. Students will receive a 30-hour OSHA General Industry Outreach card upon course completion

Dates: April 11, 12, 13 & 14, 2011 8:00A-4:30P

Fee: \$475.00 (materials included)

Location: Bremer Conference Center 110

Instructor: Grey & Associates

ASBESTOS ABATEMENT WORKER REFRESHER CERTIFICATION

Audience: *Professionals holding Asbestos Abatement Worker License needing annual license recertification*

February, 2011 8:00A-4:00P

Call after January 1, 2011 for dates and pricing

Location: DACC

Instructor: Hygieneering - Dave Zeller

ASBESTOS ABATEMENT CONTRACTOR/ SUPERVISOR REFRESHER CERTIFICATION

Audience: *Professionals holding Asbestos Abatement Contractor/Supervisor License needing annual license recertification*

February, 2011 8:00A-4:00P

Call after January 1, 2011 for dates and pricing

Location: DACC

Instructor: Hygieneering - Dave Zeller

QUALITY

SIX SIGMA – GREEN and/or BLACK BELT CERTIFICATION

Six Sigma is a data driven and disciplined approach to cost reduction and problem solving that has revolutionized the way manufacturing companies attack the cost

drivers and chronic problems in their businesses. Six Sigma methodology focuses on the processes within a business to seek out true problem analysis and root cause solutions through DMAIC (Define, Measure, Analyze, Improve, Control). Black Belt delivery consists of 4 weeks (one week per month) of training. Upon completion, the Black Belts are specialists in the application of Six Sigma and Six Sigma project management. Green Belt training consists of three weeks (one week per month) of training. Green Belts can come from any area within the organization. Upon completion, The Green Belts will be proven practitioners of the Six Sigma methodology and typically would manage Six Sigma projects as part of their normal job responsibilities. During the training, both Black Belts and Green Belts will manage actual projects identified by their organization targeting substantial process improvements and associated cost reductions.

Green Belt/Black Belt:

January 24, 25, 26, 27, & 28, 2011 8:00A-5:00P

February 28, March 1, 2, 3, & 4, 2011 8:00A-5:00P

March 28, 29, 30, 31, & April 1, 2011 8:00A-5:00P

Fee: \$5,500.00 + \$250.00 instructional materials

Black Belt: May 2, 3, 4, 5, & 6, 2011 8:00A-5:00P

Location: Bremer Conference Center 141

Instructor: Sygma Dynamics - Rob Clodfelder

Fee: \$7,000.00 + \$300.00 instructional materials

ONLINE

ONLINE SAFETY TRAINING

Corporate Education Division at Danville Area Community College also offers online courses in OSHA Recognized Outreach Training for construction and general industry at <http://www.dacc.edu/cce/>. Click on Online Occupational Safety Training. Self-paced online courses for OSHA 10 & 30 hour Outreach training, HAZWOPER, HAZMAT, NFPA, and much more can be accessed by you or your entire team 24/7. Meet all of your compliance training needs at your convenience. All courses will come with a printable certificate upon successful completion.

Registration, Course catalog, Fees available at

website: <http://www.dacc.edu/cce>

Click on Online Occupational Safety Training

FOR REGISTRATION DETAILS CONTACT:

Diane Hall, Coordinator, Customized Training

Corporate Education

Danville Area Community College

2000 East Main Street, Danville. IL 61832

Office: 217.443.8779

Cell: 217.260.6575

Fax: 217.554.1625

dhall@dacc.edu

www.dacc.edu

