



## WORKFORCE DEVELOPMENT COURSES

Spring 2023

REGISTRATION IS OPEN!

### NURSING AIDE

Students enrolled in this state approved course will be trained to provide direct care to patients. Employment opportunities include: Assisted Living, Home Health, Long-Term Care Facilities, Hospitals, and Hospice. **CPR is taught as a part of the course. Earning a certification after training will award 30 points towards the practical nursing program. Overall Cost: \$815**

**IMPORTANT NOTE ABOUT CRIMINAL BACKGROUND CHECK:** Applicants cannot be on the Abuse Registry or have a theft conviction. By the first day of class, applicants must provide Mrs. Linda Hafley with a background check from TrueScreen, **not the Police Department.**

Please visit <https://tcatknoxville.edu/programs/certified-nurse-assistant> for **important** information about a required Physical and TB Skin Test. You will also find a more thorough supply list and cost breakdown!

Class Dates	Days	Time	Course Length	Room	Tuition
January 4 - February 1	M - F	8:00 am - 2:30 pm	120 Hours	A128	\$469
February 6 - March 3	M - F	8:00 am - 2:30 pm	120 Hours	A128	\$469
March 13 - April 10	M - F	8:00 am - 2:30 pm	120 Hours	A128	\$469

### CPR TRAINING AND RECERTIFICATION

This 5-hour course teaches the skills of CPR for victims of all ages in Basic Life Support (BLS) for healthcare providers through the American Heart Association. All CPR courses are strictly limited to 6 participants.

Overall Cost: \$70

Class Dates	Day	Time	Course Length	Room	Tuition
January 9	M	4:00 pm - 9:00 pm	5 Hours	Conf. Room A	\$70
January 23	M	4:00 pm - 9:00 pm	5 Hours	Conf. Room A	\$70
February 13	M	4:00 pm - 9:00 pm	5 Hours	Conf. Room A	\$70
February 27	M	4:00 pm - 9:00 pm	5 Hours	Conf. Room A	\$70

## PHLEBOTOMY - 10 POINTS TOWARDS PRACTICAL NURSING COURSE

Phlebotomy is a 49-hour course designed for Allied Health workers who need to learn the clinical skill of Phlebotomy. Students will review universal precautions, specimen requirements, laboratory policies, and veni and capillary punctures. Students will learn from practicing live sticks on each other. Additionally, graduates will be qualified for the optional certification exam offered by the National Healthcareer Association (NHA).

**Overall Cost:** \$593

**Prerequisite:** *A regular high school diploma or its equivalent (HISET).* **YOU MUST BRING THIS DOCUMENT TO REGISTER FOR CLASS!**

**IMPORTANT NOTE ABOUT BLOOD BORNE PATHOGENS:** Due to the nature of this course, a current series of the Hepatitis B vaccine is strongly recommended!

Class Dates	Days	Time	Course Length	Room	Tuition
January 10 - February 23	TTh	5:30 pm - 9:00 pm	49 Hours	TBD	\$324

---

## I.V. THERAPY

This is a 40-hour course based on INS standards for licensed nursing professionals, LPN or RN, or for the Practical Nursing Graduate. **Overall Cost:** \$326

**Prerequisite:** Students must be a currently licensed LPN or RN or a Practical Nursing Graduate awaiting state board licensing confirmation.

Class Dates	Days	Time	Course Length	Room	Tuition
January 4 - January 13	M-F	3:30 pm - 8:30 pm	40 Hours	TBD	\$241

---

## DENTAL SEALANTS FOR REGISTERED DENTAL ASSISTANTS

This 7-hour course is designed to teach current Tennessee Registered Dental Assistants the procedure of sealant application.

**Important Notes:** This course is not designed for Dental Hygienists. This course is approved by the Tennessee Board of Dentistry and the student must successfully complete both written and clinical portions of the courses to be eligible to apply to the TBD to take the board examinations. Tuition does not include the registration fee to the

Office Hours  
P: (865) 546-5567

Monday - Friday  
F: (865) 971-4474

7:30 am – 6:00 pm  
E: admissions@tcatknoxville.edu

Tennessee Board of Dentistry which the student will pay to the TBD after successful completion of the course.  
**Overall Cost:** \$145 (Includes \$15 fee paid to Board of Dentistry)

Class Dates	Day	Time	Course Length	Room	Tuition
April 14	F	7:45 am - 3:00 pm	7 Hours	TBD	\$130

## MONITORING NITROUS OXIDE FOR REGISTERED DENTAL ASSISTANTS

This 5-hour course is designed to teach the RDA the knowledge and skills to monitor patients under nitrous oxide sedation following the rules and regulations of the Tennessee Board of Dentistry.

**Overall Cost:** \$110 (Includes \$15 fee paid to Board of Dentistry)

**Prerequisite:** Current Tennessee Registered Dental Assistant.

**Important Notes:** This course is not designed for Dental Hygienists. This course is approved by the Tennessee Board of Dentistry and the student must successfully complete both written and clinical portions of the courses to be eligible to apply to the TBD to take the board examinations. Tuition does not include the \$15 registration fee to the Tennessee Board of Dentistry which the student will pay to the TBD after successful completion of the course.

Class Dates	Day	Time	Course Length	Room	Tuition
February 24	F	9:00 am - 3:00 pm	5 Hours	TBD	\$95

---

## CFOT - BASIC FIBER OPTIC

This introductory 3-day fiber optic tech course is designed for anyone interested in becoming a Certified Fiber Optic Technician. This Fiber Optic Training combines theory and 85% hands-on activities to prepare the student to take the CFOT (Certified Fiber Optic Technician) test that is sanctioned by the FOA (Fiber Optics Association) and given and graded the final class day. This course also introduces the student to industry standards governing FTTD (Fiber to The Desk), FTTH (Fiber To The Home), and Distribution Cabling. Students will learn how to identify fiber types, recognize various connectors used in fiber installation; and install, terminate, splice, and properly test installed fiber cable to existing standards.

This course explores the history and future of fiber optics and fiber optics capabilities, and basic testing and troubleshooting. Anyone interested in becoming a Certified Fiber Optics Technician should attend this class. Course fee includes study materials, exam fees, and Textbook.

*The student must pass both the written and hands on exams to successfully pass this course. Course fee includes all books study materials, exams and 1-year membership to the FOA.*

**Note:** Actual number of hours may vary depending on number of students.

**Prerequisite:** Able to see, identify and manipulate small items and be able to read and speak the English language.

Class Date	Day	Time	Room	Tuition
March 6 - March 7	MT	8:00 am - 5:00 pm	TBD	\$800

Office Hours  
P: (865) 546-5567

Monday - Friday  
F: (865) 971-4474

7:30 am - 6:00 pm  
E: admissions@tcatknoxville.edu

## CFOS/T - CERTIFIED FIBER OPTICS SPECIALIST IN TESTING & MAINTENANCE

This 2-day, 16-hour course is designed to offer advanced training to anyone involved with the testing and maintenance of fiber optics networks. A focal point in the program is to offer a general, easy to understand, approach to fiber optics testing standards with little theory and considerable hands on activities. This comprehensive program explains the variety of testing standards, equipment and technological approaches used in fiber network testing and splicing and how to choose among them. This 85% hands on course explores the overall spectrum of testing and maintenance of single mode fiber optics networks and provides a detailed overview and demonstration of various pieces of equipment used in testing and maintenance. Subject matter includes a detailed study of ANSI/TIA/EIA-526-(7)A, OTDR fundamentals and uses, OTDR vs. Insertion Loss Testing, Return Loss Testing, and Attenuation testing using the Power Source and Light Meter.

**Prerequisite:** Able to see, identify and manipulate small items and be able to read and speak the English language.

Class Date	Days	Time	Course Length	Room	Tuition
March 8 - March 9	WTh	8:00 am - 5:00 pm	16 Hours	TBD	\$725

---

## CFOS/S - FIBER OPTICS SPLICING SPECIALIST CERTIFICATION

This Splicing Specialist Training includes a complete PowerPoint presentation explaining the importance of high-performance splicing and further details the points necessary to achieve these splices. The depth of this presentation is much greater than most textbooks and provides background information about splicing that is very important to the student. An overview of OTDR functions and trace understanding is also provided during this presentation. 85% hands-on classroom activities will provide training in both fusion and mechanical splicing of either single or multimode fiber optic cables. Inside or outside plant fiber optic cable types will be utilized at instructor's discretion during these hands-on sessions along with fiber optics enclosures and splice trays. The student will be responsible for successfully making and testing both mechanical and fusion splices.

In addition to the basic splicing activities outlined above, the student will further be required to correctly and efficiently install spliced fibers into splice trays and enclosures. The student will further be required to achieve a splice loss of less than 0.15 dB for all splices and demonstrate proficiency in interpretation of splice loss using OTDR splice traces.

**Prerequisite:** Completion of CFOT and CFOS/T courses.

Class Date	Days	Time	Room	Tuition
Office Hours P: (865) 546-5567	Monday - Friday	7:30 am - 6:00 pm		
	F: (865) 971-4474		E: admissions@tcatknoxville.edu	

## Heavy Equipment Operator Training

The Tennessee College of Applied Technology Special Industry Heavy Equipment Operator training is designed through the use of simulators for virtual training, applicable class online curriculum, classroom theory discussion and ultimately actual machine seat time also referred as to “stick time”, will prepare students to enter the workforce as an entry level operator/worker. The class trainees will learn the basics of heavy equipment operation; Jobsite, Machine and Operator Safety, Walkaround Inspections, Control Familiarization and common Machine Maneuvers.

This six-week class will:

- Develop/Enhance/Expand a trainee’s knowledge of the associated hazards for a construction Jobsite and Machine Operation, also to gain/maintain good operator safety habits.
- Develop/Enhance/Expand a trainee’s knowledge of OSHA as it pertains to regulations, standards, site inspections, rights and responsibilities of employee/employer.
- Develop/Enhance/Expand a trainee’s knowledge/ability to perform thorough Machine Inspection (Walkaround).
- Develop/Enhance/Expand a trainee’s knowledge/ability to operate the controls of an Articulated Truck, Hydraulic Excavator and Track Type Tractor, by Control Familiarization.
- Develop/Enhance/Expand a trainee’s knowledge of concepts associated with heavy equipment and the operation of it when moving material; like Soil Types, Types of Slopes, Bucket Payload, Productivity, Cycle Time, Shield and Shorting, Backfill Basics, Highwalls etc., .
- Develop/Enhance/Expand a trainee’s knowledge/ability to perform common tasks and machine maneuvers in a safely and efficient manner.
- Develop/Enhance/Expand a trainee’s soft skills through knowledge/ability to gain/maintain good professional operator’s/worker’s habits practices, that fosters an ethical, moral and team player environment.

**Prerequisite:** none

Class Date	Day	Time	Room	Tuition
January 17 – February 1	M-F	8:00 am – 2:30 pm	TBD	\$5.000

## **ALL BOOK/SUPPLY COST ARE ESTIMATED**

The Tennessee College of Applied Technology - Knoxville is one of 40 institutions in the Tennessee Board of Regents system, which is comprised of thirteen community colleges and twenty-seven colleges of applied technology. Since founding in 1966, the Tennessee College of Applied Technology - Knoxville has served thousands of area citizens by providing its quality, state-of-the-art training in courses that prepare students for employment in today's technologies and enhance the career potential of workers who are currently employed.

## **ACCOMMODATIONS**

The Tennessee College of Applied Technology Knoxville is committed to providing opportunities and accommodations in higher education to all academically qualified students with disabilities. This commitment is consistent with the Tennessee College of Applied Technology Knoxville's obligation under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA).

In order to receive "reasonable accommodations" as set forth in Section 504 of the Rehabilitation Act and the Americans with Disabilities Act, a student with disabilities must meet the following guidelines:

1. Notify a student services counselor prior to enrollment or as the need arises.
2. Provide current documentation of the disability. (Documentation is defined as a written summary from a professional who is licensed to practice in the field appropriate for diagnosing and/or treating the disability in question.)

## **TCAT - KNOXVILLE WORKFORCE DEVELOPMENT PROGRAMS**

The Tennessee College of Applied Technology - Knoxville is pleased to offer a selection of courses that are designed to accommodate your busy schedule. Compare the cost and length of our courses and we know you will choose TCAT - Knoxville for your training.

The Tennessee College of Applied Technology - Knoxville reserves the right to make changes as needed in course offerings, curricula, academic policies, instructors, schedules, room numbers and other matters. Courses must have a minimum number of students in order to be offered. **The cost for books and supplies are estimated and may change without notice.**

Unscheduled school closures are announced via Rave, a rapid alert and emergency notification system that enables our school to reach students, faculty and staff, within moments through a variety of popular communications methods, as well as on all major Knoxville radio and television stations. There are 27 Tennessee Colleges of Applied Technology across the state. Please pay close attention to college's location and emergency school closings.

The Tennessee College of Applied Technology Knoxville is a Tennessee Board of Regents institution.

### **SPRING 2023 BREAKS**

<b>January 4</b>	<b>Trimester Begins</b>
<b>January 16</b>	<b>Holiday</b>
<b>March 6 - 10</b>	<b>Holidays</b>
<b>April 7</b>	<b>Holiday</b>
<b>April 24</b>	<b>Trimester Ends</b>

© Tennessee College of Applied Technology - Knoxville, a Tennessee Board of Regents Institution. An equal opportunity/affirmative action institution. Tennessee College of Applied Technology - Knoxville is an AA/EEO employer and does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Assistant Director of the Tennessee College of Applied Technology - Knoxville, 1100 Liberty Street, Knoxville, TN 37919, 865-766-4346, [Misty.West@TCATKnoxville.edu](mailto:Misty.West@TCATKnoxville.edu). Additionally, the Tennessee College of Applied Technology - Knoxville's Title IX

Office Hours  
P: (865) 546-5567

Monday - Friday  
F: (865) 971-4474

7:30 am – 6:00 pm  
E: [admissions@tcatknoxville.edu](mailto:admissions@tcatknoxville.edu)

Coordinator, designated to monitor and oversee Title IX complaints, may be contacted at: Tennessee College of Applied Technology - Knoxville, 1100 Liberty Street, Knoxville, TN 37919, 865-766-4346, [Misty.West@TCATKnoxville.edu](mailto:Misty.West@TCATKnoxville.edu).

Office Hours  
P: (865) 546-5567

Monday - Friday  
F: (865) 971-4474

7:30 am – 6:00 pm  
E: [admissions@tcatknoxville.edu](mailto:admissions@tcatknoxville.edu)