

**EKG Technician Certification Program
and/or Part of the
Patient Care Technician Program
Registration Packet**

COVER SHEET

**Brookhaven College
Workforce and Continuing Education Division**

This 60-hour comprehensive course includes important practice and background information on anatomy and physiology of the heart, medical disease processes, medical terminology, medical ethics, legal aspects of patient contact, the Holter monitor, and laboratory assisting electrocardiography and echocardiography. Additionally, students will practice with equipment and perform hand-on labs including the introduction to the function and proper use of the EKG machine, normal anatomy of the chest wall for proper lead placement, and 12 lead placement and other clinical practices.

Note: This course may be taken as a stand-alone course or as part of the Patient Care Technician Program.

Your registration packet includes the following:

1. EKG Technician Certification Program and Patient Care Technician Program Registration Packet Cover Sheet
2. EKG Technician Certification Program and Patient Care Technician Program Requirements Sheet
3. EKG Technician Program and Patient Care Technician Program Student Checklist
4. Dallas County Community College District, Continuing/Workforce Education Registration Form

Helpful Information

Step 1 – Take all required documentation (see student checklist) to the Health Careers office located in Building W, Room W109. The office hours are 8 a.m.-5 p.m., Monday-Thursday and 8 a.m. - 4:30 p.m. on Friday. No appointment is necessary. A representative will review and approve your documentation. You will receive a completed Registration Permission Slip.

Step 2 – Take the Registration Permission Slip and DCCCD, Continuing/Workforce Education Registration Form to the Admissions Office located in Building S, to register for your classes.

Step 3 – Take your receipt to the Cashier's window to pay for your courses. Payment is due at the time of registration.

Note:

- Liability Insurance MUST be paid at the time of registration.
- Driver's license, Passport or State/Military issued ID card is required. (You will be required to present one of these forms of ID at the time you take the NCCT EKG Technician Exam.)

**For additional information about the EKG Technician Certification Program or Patient Care Technician Program,
please call Susana Ruelas at 972-860-7846.**

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REQUIREMENTS

EKG Technician Certification Program

EKG Technician	(ECRD-1011)	60 hours
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Total		60 hours
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Course prerequisites MUST be completed prior to registration.

Upon successful completion of this program, the student is eligible to take the National Center for Competency Testing, NCCT, certification exam for EKG Technician.

Program Prerequisites:

Registration must be done in person.

- High School Diploma or equivalent
- A copy of current completion card of Basic Cardiac Life Support, BCLS, for Health Care Providers
- A copy of valid U.S. or Texas State Government Issued Photo I.D. (e.g. driver's license)
- Dallas County Community College District, Continuing /Workforce Education Registration Form

The following are **not included in the cost** of the EKG Technician Certification Program and are the responsibility of the student:

- Textbooks,
- The National Center for Competency Testing, NCCT, certification exam for EKG Technician, and
- Liability Insurance (Must be paid at the time of registration).

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STUDENT CHECKLIST

All forms in this packet must be completed and approved prior to registration.

Last Name _____ First Name _____

Course and Section Number _____ Semester _____

Please bring the following documentation to the Brookhaven College Workforce and Continuing Education Health Careers office. The Health Careers office is located in Building W, Room W109. Business hours are Monday – Thursday, 8 a.m. - 5 p.m. and Friday, 8 a.m. – 4:30 p.m. No appointment is necessary.

- High School Diploma or equivalent
- A copy of current Basic Cardiac Life Support, BCLS, for Health Care Providers completion card
- A copy of valid U.S. or Texas State Government Issued Photo I.D. (e.g. driver's license)
- Dallas County Community College District, Continuing /Workforce Education Registration Form

For WCE Health Careers Office Use Only:

Registration Permission Slip approved by:

(Signature)

Date: _____

Time: _____