

Long Term Care Administration

Associate of Applied Science Degree
 NHA focus - 93 credit hours; AL focus 91.5 credit hours or 61 - 62 Sem. Hours
 Calendar Year: July 2018 – June 2019
Advising Sheet for Fall 2018

Student Name: _____

ID: _____

Advisors: Refer to the test scores, and/or transfer credits to see if any competency courses below are needed.

Students—Transitions Lab Option: Before taking a competency class below, you can first sign up for the Transitions Lab course if needed.

The Transitions Lab (ABE0700) is a non-credit course to help refresh your skills with the goal of improving your test scores. A free placement exam is included as part of the class. The class is offered in the classroom or online and is approximately \$20. Call 402-437-2660 for more information or to find out how to register for the Transitions Lab!

ABE0700 Taken:

- Yes
 No

Competency	<input checked="" type="checkbox"/> Met	Requirement Needed: Check options below; complete any course sequences. Record [grade] for required course(s).
Reading		<input type="checkbox"/> ENGL0900 Reading Workshop _____ [] Important: If Reading Workshop is required, take it concurrently with ENGL0960.
Writing		1 st <input type="checkbox"/> ENGL0960 Beginning College Reading/Writing _____ [] 2 nd <input type="checkbox"/> ENGL0985 Intermediate College Reading/Writing _____ []
Math		1 st <input type="checkbox"/> MATH0950 Beginning Algebra _____ []

LONG TERM CARE ADMINISTRATION CURRICULUM

Course No.	Course Title	Prerequisites and Competencies (Need C or higher in prerequisite courses below.)	Credits	Term	Grade
First Quarter (Fall 18)			13.5		
BSAD1010	Microsoft Applications I		4.5		
ENGL1010	English Composition I	ENGL0985 Int. College Reading/Writing	4.5		
LTCA 1000	Introduction to Long Term Care		4.5		
Second Quarter (Winter 19)			16.5		
BSAD1050	Introduction to Business		4.5		
MATH1040	Business Math OR any MATH1040 or higher	MATH0950 (Beg. Algebra) or Math competency met	4.5		
LTCA 1080	Gerontology		4.5		
LTCA 1030	Food and Nutrition for LTC		3		
Third Quarter (Spring 19)			13.5		
BSAD 2370	Human Resources Management		4.5		
LTCA 2020	Marketing & Public Relations for LTC		4.5		
LTCA 1040	Assisted Living Administration I		4.5		
First Semester (1st 8 weeks) (Fall 19)			18 / 12		
LTCA 2040	Financial Management for LTC		4.5 / 3		
LTCA 2000	Physical Environment & Safety in LTC		4.5 / 3		
First Semester (2nd 8 weeks) (Fall 19)					
LTCA 2030	Ethics in Health Administration		4.5 / 3		
BSAD1090	Business Law I		4.5 / 3		
Second Semester (1st 8 weeks) (Winter 20 Called Spring Sem 20)			18 / 12		
SPCH2810	Business & Professional Com		4.5 / 3		
LTCA 1050	Long Term Care Administration		4.5 / 3		
Second Semester (2nd 8 weeks) (Winter 20 Called Spring Sem 20)					
LTCA 1020	Death, Dying, Grieving, Loss & Hospice		4.5 / 3		
PSYC 1810	Introduction to Psychology (no sub)		4.5 / 3		
Third Semester (1st 8 weeks) (Fall 2020)			13.5 / 9		
LTCA 2050	Rules, Regulations & Standards OR	LTCA 2050 - NHA Focus	4.5 / 3		
LTCA 1090	Assisted Living Adm II	LTCA 1090 – ALA Focus			
Third Semester (2nd 8 weeks) (Fall 2020)					
LTCA 2070	NHA Licensing Exam Review Course	LTCA 2070 - NHA Focus	4.5 / 3		
LTCA 2060	OR Assisted Living Practicum	LTCA 2060 – ALA Focus			
LTCA 2010	Foundations of Leadership		4.5 / 3		