

DALLAS – Medical and Office Lecture Calendar – JANUARY 2019

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31 <i>School Closing at 4:00 P.M.</i>	1  <i>Happy New Year School Closed</i>	2 <u>Excel: Advanced I</u> Taylor – 7 PM-8 PM – Rm B	3	4	5
7 <u>HIA/B&C ICD-10: Manual & Symbol Review</u> Tammy – 10 AM-11 AM – Rm B <u>New Student Orientation/ Learning to Learn</u> Edward – 11 AM-4 PM – Rm A <u>Pharmacy Math</u> Rodney – 12 PM-1 PM – Rm B <u>New Student Orientation/ Learning to Learn</u> Edward – 6 PM-9 PM – Rm A	8 <u>Pharmacy Math</u> Rodney – 10 AM-11 AM – Rm B <u>A&P: Medical Terminology Word Structure</u> Tammy – 11 AM-12 PM – Rm B <u>Excel: Intermediate I</u> Taylor – 5 PM-6 PM – Rm B	9 <u>Med Term/A&P: Male Reproductive System</u> Tammy – 3 PM-4 PM – Rm A	10 <u>Pharmacy Technology</u> Rodney – 1 PM-2 PM – Rm B <u>HIA Billing: Evaluation & Management Codes</u> Tammy – 6 PM-7 PM – Rm B	11	12
14 <u>Pharmacy Math</u> Rodney – 1 PM-2 PM – Rm B <u>HIPAA/ Law & Ethics: Medical Records</u> Tammy – 6 PM-7 PM – Rm B	15 <u>Pharmacy Math</u> Rodney – 10 AM-11 AM – Rm B <u>Med Admin/Billing: EHR Software</u> Tammy – 3 PM-4 PM – Rm A	16 <u>HIA Billing & Coding: Understanding Modifiers</u> Tammy – 11 AM-12 PM – Rm B <u>Pharmacy Technology</u> Rodney – 2 PM-3 PM – Rm B <u>Excel: Intermediate II</u> Taylor – 7 PM-8 PM – Rm B	17 <u>Excel: Advanced I</u> Taylor – 7 PM-8 PM – Rm B	18  All Staff Meeting Closing at 4:00	19
21 <u>Med Term/A&P Webinar: Body and Cells</u> Tammy – 10 AM-11 AM – Rm B <u>Pharmacy Math</u> Rodney – 12 PM-1 PM – Rm B <u>Excel: Advanced I</u> Taylor – 7 PM-8 PM – Rm B	22 <u>Intro to Career Empowerment</u> Joan – 11 AM-12 PM – Rm A <u>Pharmacy Math</u> Rodney – 1 PM-2 PM – Rm B <u>HIA CPT-4 Code Look-Up Steps</u> Tammy – 2 PM-3 PM – Rm A	23 <u>Pharmacy Technology</u> Rodney – 1 PM-2 PM – Rm B <u>Med Term/A&P Webinar: Urinary System</u> Tammy – 2 PM-3 PM – Rm A <u>Intro to Career Empowerment</u> Joan – 6 PM-7 PM – Rm A	24 <u>Word: Basics II</u> Taylor – 4:30 PM-5:30 PM – Rm B	25	26
28 <u>Pharmacy Math</u> Rodney – 10 AM-11 AM – Rm B <u>Med Admin/Billing: Understanding UB04 & 1500 Form</u> Tammy – 6 PM-7 PM – Rm B	29 <u>Pharmacy Math</u> Rodney – 10 AM-11 AM – Rm B <u>Med Term/A&P Webinar: Cardiovascular System</u> Tammy – 3 PM-4 PM – Rm A	30 <u>Pharmacy Technology</u> Rodney – 1 PM-2 PM – Rm B <u>Word: Basics II</u> Taylor – 7 PM-8 PM – Rm B	31 <u>Pharmacy Technology</u> Rodney – 2 PM-3 PM – Rm B	1	2