

Educational Opportunities



Medical Billing and Coding Specialist

According to the U.S. Department of Labor, employment of billing and coding specialists is expected to increase greatly over the next 10 years. This medical billing and coding certificate is for those interested in obtaining the skills needed to work in handling proper insurance claims in a physician's office or medical insurance company using CPT and ICD-9-CM for coding. Some of the topics covered are medical terminology, medical insurances and third party reimbursements, filing claims, completing common insurance forms, delinquent and denied claims, and billing procedures. After completion of the course, participants will be able to sit for the National Healthcareer Association certification exam for designation of Certified Billing and Coding Specialist (CBCS).



Classes will be offered at the PCEC on Mondays, Wednesdays, and Fridays, April 7 – June 23, 2010, 9 a.m. – 1 p.m. Cost, including cost of textbook, is \$1550. Cost for the certification exam is at the student's expense.



Driver CDL Training Specific for the Oil and Gas Service Industry

This 180-hour course takes a participant through the process of obtaining a Class 'A' commercial driver's license (CDL). The course will focus upon typical on-road CDL training and includes additional training in skills necessary for success in the oil and natural gas industry. Skills such as operating skills on lease roads, high center of gravity loads, and close quarter maneuvering will be studied and practiced. Classes will be offered at the North Campus of PA College of Technology in February and March. Call the North Campus at (570) 724-7703 for more information.



Mansfield University Center for Entrepreneurial Leadership

In October of 2008 Mansfield University received a PASSHE grant to create and operate a Center for Entrepreneurial Leadership. In September of 2009, Edward Foote, a long time resident of the region, veteran economic development professional and developer/operator of two business incubators was hired to develop and direct the Center for Entrepreneurial Leadership at Mansfield University. Center operations and its programs are currently under development.

The mission of the Mansfield University Center for Entrepreneurial Leadership (MCEL) is to promote the development of an entrepreneurial culture in Mansfield University and the surrounding community, and to foster and assist entrepreneurial action.

The northern tier region of Pennsylvania is characterized by many home grown businesses, and our economic future will be determined largely by the success of our locally grown business base. MCEL will focus its efforts on encouraging new business startups through a variety of initiatives.

MCEL will work to create opportunities to learn how to start a new venture through workshops, speakers, and connecting with entrepreneurs in our region. Mansfield University students will be encouraged and supported to pursue their own business startups. MCEL will work with community partners to improve the capacity and opportunities for entrepreneurial success throughout the region. A web site is under development and will be available soon at cll.mansfield.edu

For more information contact the Center for Lifelong Learning
800-661-3640 or visit <http://cll.mansfield.edu/>

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English as a Second Language

Learn English as a Second Language. If you do not speak English, are a beginner, or just



want to become more proficient in speaking English as a Second Language, the Potter County Education Council is offering ESL courses to help you meet your goals. Presently we are offering beginner level and intermediate level conversational English courses. If you are interested, call 274-4877 for more details.

Looking for a career certificate?



Career Training Programs