



HEARTS 2 HEAL Training Institute

We offer:

- Basic Nursing Training (CNA- 8 Weeks)
- Cardiopulmonary Resuscitation (CPR) Training
- Phlebotomy Technician (6 Weeks)
- Pharmacy Technician (10 Weeks)
- Over 120 hours of Instruction
- Hands-On Clinical Experience
- Affordable Tuition
- Textbooks & Uniforms
- Quality Medical Training Equipment
- *WIOA grant accepted



About Us

Hearts 2 Heal Training Institute's mission is to educate potential students to provide exceptional personal care for the those in need. The name Hearts 2 Heal was chosen to reflect the philosophy and goals of care. Students who attend and successfully graduate will provide loving care from their heart to touch the heart of others & assist and support the healing process of the ill. The goal is to graduate caring, compassionate, knowledgeable leaders into the healthcare field.

Contact Us

18501 Maple Creek Drive Suite 150
Tinley Park Il. 60477
Phone: 708-887-8820

Email:
hearts2healtraininginstitute@gmail.com



TRAINING INSTITUTE



Join the Healthcare Field

- Nursing Assistant
- CPR Training
- Phlebotomy Technician
- Pharmacy Technician

(2 Locations)

18501 Maple Creek Drive suite 150

Tinley Park Il. 60477

(Main campus)

Parkway Gardens Church

6600 S. King Drive

Requirements:

Applicants must be at least 18 years of age with valid proof of identification. Students 18 & under must have parent or guardian present to proceed with application and admission. Applicants must be able to speak, write and understand English. Applicants must provide a copy of physical examination including a negative TB test prior to the start of class. Applicants must pass a criminal background test prior to admission. Students will not be allowed to begin class without a completed physical & completed background check. Hearts 2 Heal does not discriminate based on race, color, religion, gender, age, disability, or sexual orientation

TUITION & FEES

- Non-refundable Registration fee: \$300
- CNA Tuition: \$2300
- Phlebotomy Tuition: \$2436
- Pharmacy Technician Tuition: \$3150
- Textbooks & Uniforms (included CNA, Pharmacy Technician)
- American Heart Association CPR Course (2-year card): (included-CNA ONLY)
*Stand-alone CPR classes available
\$75 pp (group rates available)
WIOA Grant options available to those who qualify

STUDENT RESPONSIBILITY:

- Physical & TB test
- Background check fee (\$39)
- Gait belt
- (\$8 may purchase from school)
- Stethoscope
- Secondhand watch
- Drug Screen (\$75)
- CNA State Exam (\$85)
- Pharmacy Technician
- Certification Board (PTCB)
- Certified Pharmacy Technician (CPhT) exam: (\$129)
- National Health career Association (NHA) Certified Pharmacy Technician (ExCPT) exam: (\$125)

Nursing Assistant Skills:

- Medical terminology
- Vital signs
- Activities of Daily Living (ADL)
- Bed Making
- Range of Motion
- Transfers
- Intake & Output Monitoring
- Documentation & More

Phlebotomy Technician Skills:

- Anatomy & physiology
- Point of care testing
- How to use equipment
- Documentation
- Anatomy/physiology
- Hazardous materials management
- Order of draw
- How to locate veins
- Phlebotomy technique
- Venipuncture
- Scope of practice & More

Pharmacy Technician Skills:

- Pharmacy laws, ethics & operations
- Medication terminology
- Pharmacology
- Pharmacy calculations & handling
- Communication & patient records
- Prescription Insurance
- Certification prep & More

* We accept Cash, Credit Card (+4% bank fees)
Zelle, CashApp, PayPal (+add'l fees)

"Healthcare careers are in high demand and there is a need for highly trained and skilled individuals to join the workforce."

Objectives: Students will learn skills required by their selective programs. By the end Hearts 2 Heal training courses students will be prepared to sit & pass state exams to become certified in the state of Illinois.

Description of Nursing Assistant Program

The basic nursing assistant training program consists of an 8–12-week course with day and evening offerings that include cardiopulmonary resuscitation (CPR). This course consists of 120 hours of instruction with 80 hours of classroom theory and practice and 40 hours of on-site nursing center clinical instruction and performance. To successfully pass the course students must successfully pass all classroom written exams with an 80% or higher and master all 21 skills independently.

Description of Pharmacy Technician Program:

A pharmacy technician works closely with a pharmacist to ensure the health and safety of their patients. They locate, dispense, pack, and label a prescribed medication for a patient that is then reviewed for accuracy by a pharmacist before dispensed to the patient. To successfully pass the course students must successfully pass all classroom written exams with an 80% or higher and master all skills independently.

Description of Phlebotomy Technician Program:

A phlebotomy technician is a healthcare professional who collects blood and other samples from patients for testing. They also prepare the samples for testing and maintain medical equipment. To successfully pass the course students must successfully pass all classroom written exams with an 80% or higher and master all skills independently.

Program objectives

By the end of Hearts 2 Heal courses students will:

- Be able to help provide a safe working environment for the those in need of healthcare.
- Provide basic healthcare based on the patients' care plan.
- Perform basic healthcare techniques skillfully, safely, and accurately.
- Accurately report and record observations, and responses to his/her immediate supervisor.
- Learn supportive, problem-solving skills to assist people in need of care.
- Exhibit good communication skills good ethics and maintain interpersonal relationships.
- Learn the required skills to work in Illinois related to their perspective healthcare related course
- Learn cardiopulmonary resuscitation (CPR) to assist with life threatening emergencies.

"Hearts 2 Heal does not guarantee the transferability of credits to another school, college, or university. Credits or coursework are not likely to transfer; any decision on the comparability, appropriateness and applicability of credit and whether credit should be accepted is the decision of the receiving institution."

Evening Program & Weekend Course Options

Nursing Assistant Program Days: Tuesdays & Thursdays 4 pm-930 pm.

*2025 Program start dates: Evening Programs: January 28-March 22., April 22-June 14., October 21.-December 13. Weekend Programs: April 26-June 15., October 25-December 14

Phlebotomy Program Days: Monday & Fridays 7 pm-930 pm

*2025 Program start dates: Evening Programs: May 5-June 13., July 28-September 5

Pharmacy Technician Program Days: Mondays & Fridays 4 pm-930 pm

*2025 Program Start dates: Evening Programs: March 3-May 9., September 8-November 14

Independent American Heart Association CPR Courses Available on Fridays, Saturdays 9 am & 2 pm

STUDENT'S RIGHT TO CANCEL

The student has the right to cancel the initial enrollment agreement until (5 pm) of the (3rd) business day after the student has been admitted. If the right to cancel is not given to any prospective student at the time the agreement is signed, then the student has the right to cancel the agreement at any time and receive a refund on all monies paid to date within (30) days of cancellation. Cancellation should be submitted to the authorized official of the school in writing. Should the student wish to withdraw for any extenuating reasons, all refunds will be made according to the following refund schedule:

Cancellation Policy

- You have the right to cancel the course within three (3) calendar days of application/payment and receive a refund of tuition except for a non-refundable \$300 application fee.
- Should the program be canceled for unforeseen circumstances you may receive a full refund including \$300 registration fee

Withdrawal Procedure

- Students must contact Hearts 2 Heal CNA & CPR Training LLC within three (3) calendar days by telephone with intent to withdraw and submit in writing a request for a withdrawal.

*Hearts 2 Heal CNA & CPR Training LLC has the right to refuse entry for anyone they deem inappropriate for this program regardless of their ability to pay.

REFUND / CANCELLATION POLICY

If you cancel your classes or withdraw from the school, you may be eligible for tuition refund. Withdrawing from the school may have both academic and financial aid consequences (if applicable).

You are encouraged to understand the consequences before you decide to withdraw.

Tuition Refund Policy: To receive a full refund from the basic nursing program, students are required to submit in writing a letter requesting a refund/withdrawal within three (3) calendar days of the beginning of the course.

Tuition Reimbursement Schedule:

- Day 1-3 (first week of class) with written statement of request to withdrawal may receive 100% refund of tuition **excluding** \$100 non-refundable registration fee.
- Day 4-7 (Second week of class) with written statement of extenuating circumstances may receive 50% of tuition **excluding** non-refundable \$100 registration fee.
- Day 8 (third week of class) and after-NO REFUND

Complaint Policy

It is the policy of Hearts 2 Heal Training Institute's to maintain a learning environment that is free from harassment because of an individual's race, color, sex, national origin, or disability. It shall be a violation of policy for any student, teacher, administrator, or other school personnel of this program to harass a student through conduct of a sexual nature, or regarding race, color, national origin, or disability, as defined by this policy.

Any student who believes he or she has been the victim of sexual harassment or harassment based on race, color, national origin, or disability by a student, teacher, administrator or other school personnel of Hearts 2 Heal Training Institute, or by any other person who is participating in, observing, or otherwise engaged in activities, including sporting events and other extra-curricular activities, under the auspices of Hearts 2 Heal, is encouraged to immediately report the alleged acts to an appropriate program official designated by this policy and complete complaint from below.

Hearts 2 Heal Training Institute will act to promptly investigate all complaints, either formal or informal, verbal or written, of harassment because of race, color, sex, national origin, or disability; to promptly take appropriate action to protect individuals from further harassment; and, if it determines that unlawful harassment occurred, to promptly and appropriately discipline any student, teacher, administrator or other school personnel who is found to have violated this policy, and/or to take other appropriate action reasonably calculated to end the harassment.

**Student complaints must be submitted in writing to the Board (Section 85(i)(1) of the Act). Information about the complaint may be submitted online through the IBHE website (www.ibhe.org). Additional information regarding the complaint process can be obtained by contacting the Board at:*

Illinois Board of Higher Education

Division of Private Business and Vocational Schools

1 N. Old State Capitol Plaza, Suite 333

Springfield IL 62701

Phone Number: (217) 782-2551

Fax Number: (217) 782-8548

REPORT FORM FOR REPORTS OR COMPLAINTS OF SEXUAL HARASSMENT, AND HARASSMENT BECAUSE OF RACE, NATIONAL ORIGIN, AND DISABILITY

Complaint _____

Home Address _____

Home Phone _____

Date of alleged incident(s) _____

Did the incidents involve sexual harassment _____ racial harassment _____ ?
harassment because of national origin _____ harassment because of disability _____

(Circle all that apply)

Name of person you believe harassed you or another person: _____

If the alleged harassment was toward another person, identify that other person _____

Describe the incident as clearly as possible, including such things as what force, if any, was used, any verbal statements (i.e., threats, requests, demands, etc.), what, if any physical contact was involved. Attach additional pages as necessary. _____

When and where did the incident occur? _____

List any witnesses who were present: _____ This complaint is based upon my honest belief that _____
has harassed me or another person. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge.
(complainant's signature) _____ (date) _____

(Received by) _____ (date)



HEARTS 2 HEAL POLICY AGAINST SEXUAL HARASSMENT, AND HARASSMENT BASED UPON RACE, NATIONAL ORIGIN, AND DISABILITY

1. Everyone at HEARTS 2 HEAL CNA & CPR TRAINING LLC has a right to feel respected and safe. Consequently, we want you to know about our policy to prevent sexual harassment, and harassment because of race, national origin, and disability.
2. A harasser may be a student or an adult. Harassment may include the following when related to sex, race, national origin, or disability: a. name calling b. pulling on clothing c. graffiti d. notes or cartoons e. unwelcome touching of a person or clothing f. offensive or graphic posters or book covers; or g. violent acts.
3. If any words or actions make you feel uncomfortable or fearful, you need to tell a teacher, counselor, the principal, or the Human Rights officer.
4. You may also make a written report. It should be given to a teacher, counselor, the principal, or the Human Rights officer.
5. Your right to privacy will be respected as much as possible.
6. We take seriously all reports of sexual harassment, and harassment based upon race, national origin, and disability, and will take all appropriate action to investigate such claims, to eliminate that harassment, and to discipline any persons found to have engaged in such conduct.
7. Hearts 2 Heal CNA & CPR Training LLC will also act if anyone tries to intimidate you or take action to harm you because you made such a report.
8. This is a summary of Hearts 2 Heal CNA & CPR Training LLC's policy against sexual harassment, and harassment because of race, national origin, and disability.

Hearts 2 Heal Training Institute is approved by the Division of Private Business and Vocational Schools of the Illinois Board of Higher Education. Hearts 2 Heal Training Institute is not accredited by a US Department of Education recognized accrediting body,

Direct complaints to The Illinois Board of Higher Education, 1 N Old State Capital Plaza Suite 333, Springfield, IL 62701-1377. Or IBHE online complaint system
<http://complaints.ibhe.org/>

CONSUMER INFORMATION

All schools are required to make available, at a minimum, the following disclosure information clearly and conspicuously on their 1) internet website, 2) school catalog, and 3) as an addendum to their Enrollment Agreement:

- The number of students who were admitted in the program as of July 1 of that reporting period. *Nursing Assistant=40, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The number of additional students who were admitted in the program during the next 12 months and classified in one of the following categories: new starts, re-enrollments, and transfers into the program from other programs at the school. *Nursing Assistant=40,3,0,, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The total number of students admitted in the program during the 12-month reporting period. *Nursing Assistant=40, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The number of students enrolled in the program during the 12-month reporting period who: transferred out of the program and into another program at the school, completed or graduated from a program, withdrew from the school, and are still enrolled. *Nursing Assistant=40, 0,35,5,0,, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The number of students enrolled in the program who were: placed in their field of study, placed in a related field, placed out of the field, not available for placement due to personal reasons, and not employed. *Nursing Assistant=30,0,0,0,, Phlebotomy=0, (new Program), Pharmacy=0 (New program)
- The number of students who took a state licensing exam or professional certification exam, if any, during the reporting period, as well as the number who passed. *Nursing Assistant=35, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period (pending reasonable efforts to obtain this information from graduates). *Nursing Assistant=10, Phlebotomy=0, (New program), Pharmacy=0 (New program)
- The average starting salary for all school graduates employed during the reporting period (pending reasonable efforts to obtain this information from graduates). *Nursing Assistant=\$18.33, Phlebotomy=\$20.10, (New Program), Pharmacy=\$19.37 (New Program)

Institutional Disclosures Reporting Table

July 1, 2023 through June 30, 2024 (past fiscal year)

Per Section 1095.200 of 23 Ill. Adm. Code 1095:

Institution Name: Hearts 2 Heal Training Institute

The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.

	Program Name	Nursing Assistant & CPR Training			
Disclosure Reporting Category	CIP*	51.3902			
	SOC*	31-1130			
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.		40			
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
	a) New starts	40			
	b) Re-enrollments	3			
	c) Transfers into the program from other programs at the school	0			
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).		40			
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
	a) Transferred out of the program or course and into another program or course at the school	0			
	b) Completed or graduated from a program or course of instruction	35			
	c) Withdrew from the school	5			
	d) Are still enrolled	0			
5) The number of students enrolled in the program or course of instruction who were:					
	a) Placed in their field of study	30			
	b) Placed in a related field	5			
	c) Placed out of the field	0			
	d) Not available for placement due to personal reasons	0			
	e) Not employed	0			
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.		30			
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.		30			
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		10			
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		\$20			

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/datacenter/ipedscode/defalt.aspx?y=55>

*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

*A course of instruction is a stand-alone course that provides instruction that may or may not be related to a program of study, but is either not part of the sequence or can be taken independent of the full sequence as a stand-alone option. A Course of Instruction may directly prepare students for a certificate or other completion credential or it can stand alone as an optional preparation; or in the case of students requiring catch-up work, a prerequisite for a program. A stand-alone course might lead to a credential to be used toward preparing individuals for a trade, occupation, vocation, profession; or it might improve, enhance or add to skills and abilities related to occupational/career opportunities.

In the event that the school fails to meet the minimum standards, that school shall be placed on probation.

If that school's passage rate in its next reporting period does not exceed 50% of the average passage rate of that class of schools as a whole, then the Board shall revoke the school's approval for that program to operate in this State. Such revocation also shall be grounds for reviewing the approval to operate as an institution.

Institutional Disclosures Reporting Table**July 1, 2024 through June 30, 2025 (past fiscal year)****Per Section 1095.200 of 23 Ill. Adm. Code 1095:****Institution Name:****Hearts 2 Heal Training Institute***The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.*

Program Name		Phlebotomy Technician			
CIP*		51.1009			
SOC*		31-9097.00			
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.			Zero-New program		
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts	Zero-New Program				
b) Re-enrollments	Zero New Program				
c) Transfers into the program from other programs at the school	Zero New Program				
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).			Zero New Program		
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school	Zero New Program				
b) Completed or graduated from a program or course of instruction	Zero New Program				
c) Withdrew from the school	Zero New Program				
d) Are still enrolled	Zero New Program				
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study	Zero New Program				
b) Placed in a related field	Zero New Program				
c) Placed out of the field	Zero New Program				
d) Not available for placement due to personal reasons	Zero New Program				
e) Not employed	Zero New Program				
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.			Zero New Program		
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.			Zero New Program		
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.			Zero New Program		
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.			Zero New Program		

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/c/classification.htm>

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Institutional Disclosures Reporting Table**July 1, 2024 through June 30, 2025 (past fiscal year)****Per Section 1095.200 of 23 Ill. Adm. Code 1095:****Institution Name:****Hearts 2 Heal Training Institute***The following information must be included with the enrollment agreement, catalog, and posted on the institution's website.*

Program Name		Pharmacy Technician			
CIP*		51.0805			
SOC*		29-2052.00			
Disclosure Reporting Category					
A) For each program of study, report:					
1) The number of students who were admitted in the program or course of instruction* as of July 1 of this reporting period.		Zero-New program			
2) The number of additional students who were admitted in the program or course of instruction during the next 12 months and classified in one of the following categories:					
a) New starts		Zero-New Program			
b) Re-enrollments		Zero-New Program			
c) Transfers into the program from other programs at the school		Zero New Program			
3) The total number of students admitted in the program or course of instruction during the 12-month reporting period (the number of students reported under subsection A1 plus the total number of students reported under subsection A2).		Zero-New Program			
4) The number of students enrolled in the program or course of instruction during the 12-month reporting period who:					
a) Transferred out of the program or course and into another program or course at the school		Zero-New Program			
b) Completed or graduated from a program or course of instruction		Zero-New Program			
c) Withdrew from the school		Zero-New Program			
d) Are still enrolled		Zero-New Program			
5) The number of students enrolled in the program or course of instruction who were:					
a) Placed in their field of study		Zero-New Program			
b) Placed in a related field		Zero-New Program			
c) Placed out of the field		Zero-New Program			
d) Not available for placement due to personal reasons		Zero-New Program			
e) Not employed		Zero-New Program			
B1) The number of students who took a State licensing examination or professional certification examination, if any, during the reporting period.		Zero-New Program			
B2) The number of students who took and passed a State licensing examination or professional certification examination, if any, during the reporting period.		Zero-New Program			
C) The number of graduates who obtained employment in the field who did not use the school's placement assistance during the reporting period; such information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		Zero-New Program			
D) The average starting salary for all school graduates employed during the reporting period; this information may be compiled by reasonable efforts of the school to contact graduates by written correspondence.		Zero-New Program			

*CIP--Please insert the program CIP Code. For more information on CIP codes: <https://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>*SOC--Please insert the program SOC Code. For more information on SOC codes: <http://www.bls.gov/soc/classification.htm>

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