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Dear BHMT member, This fall, take advantage of all of the resources BHMT has to offer that can help you advance your academic and career development. To learn more, read on!

#### IN THIS EDITION:

- Complete Your Degree Online with Coastline Community College
- Registration is Now Open for CTU!
- Register Now for KP School of Allied Health Sciences' Courses
- 'It Worked for Me': Kristina Bailey
- Online Language Training with AmEnglish
- 3 Tips for Career Development
- Power Up with New Horizons!

### Complete Your Degree Online with Coastline Community College



Coastline Community College provides an online solution to help you achieve your degree goals and ensure your success as a student. If you are interested in the [Degree Completion Program](#) at Coastline, make an appointment to see your [BHMT Career Counselor](#) to review the program requirements and to receive your official eligibility form.

**Registration opens for Fall Session B beginning** September 5.

### Registration is Now Open for CTU!



Explore [a variety of prerequisite courses](#) from Colorado Technical University (CTU). CTU offers an award-winning virtual campus where you can access coursework anytime anywhere. College prerequisite classes are conveniently web-based and take only 5½ weeks to complete!

Take courses such as [Math](#), [English](#), [Information Technology](#), [Psychology & Sociology](#), and [Medical Terminology](#) while you fulfill the necessary requirements for your program.

**Registration is now open for** session A starting October 2.

For more information call: 855.283.1590 or email: [bhmt@coloradotech.edu](mailto:bhmt@coloradotech.edu)



SCHOOL of ALLIED HEALTH SCIENCES

### Register Now for KP School of Allied Health Sciences' Courses

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Through [Kaiser Permanente Health Sciences \(KPSAHS\)](#), you can take advantage of the popular online non-credit courses offered, and in just six weeks, you can earn a certificate of completion as you conveniently learn at your own pace.

- [Intro to Anatomy & Physiology](#)
- [Intro to Biology](#)

**Registration is open** for courses starting October 3.



### 'It Worked for Me': Kristina Bailey

GA Staff Nurse Shows How Persistence Can Inspire Those Around Us

**Current Position:** Staff Nurse, Alpharetta Medical Center, Georgia

**Her Goal:** To go on to complete her BSN-to-MSN

**How BHMT Helped:** BHMT helped through the use of the RN-to-BSN Program and Continuing Education Units from CE Direct

Kristina Bailey started working at Kaiser two and a half years ago, and as a Staff Nurse, she was interested in utilizing her employee benefits. Once she heard about the [RN-to-BSN Program](#) offered through the Ben Hudnall Memorial Trust, she knew she had to take advantage.

"I was very excited to receive more information on the program. It was like winning a jackpot!"

Kristina began her academic journey with [CTU](#) to complete her prerequisites courses, starting off with [Statistics](#). "I highly recommend CTU." Once she completed her necessary courses, she researched through the pre-selected colleges for the RN-to-BSN Program. "It was a hard choice to make," she says, but she eventually decided to register at Regis University. After receiving a student discount on top of the \$19,100-lifetime maximum benefit from BHMT to be used on Stipend time and/or tuition payments, Kristina found the program to be very "affordable."

Receiving straight A's in all of her classes, Regis has decided to showcase a few of Kristina's papers as an example of exemplary student work. While doing so well in school, she is also taking what she is learning and applying it to her role at KP. She has learned skills, developed ideas, and is now pulling relevant and current research for patients. "I am able to stay up-to-date on everything." Kristina is also a participant of [CE Direct](#) to maintain her Continuing Education Units.

"It has been excellent. I have used it to get my Nursing CE requirements without any added cost. I can also go on there and find specific subjects that directly pertain to my patients or to learn more about other subjects that interest me to expand my knowledge. The only problem is there is so many to choose from and not enough time to do all I would like."

Kristina is now halfway through the program and is already thinking about her next steps. "Leadership/management is my focus, so I plan to pursue my MSN once I graduate." She believes that "education is key."

[BHMT Career Counselor](#) Darlene Martin has helped guide Kristina along the way. "Darlene Martin is very supportive," she says, but Kristina's family has also been by her side every step of the way, making it even more imperative for her to reach her academic goals. Her husband was diagnosed two years ago with metastatic prostate cancer at the age of 47. "He is holding strong and is a huge inspiration to me," she says, "Without the help of the Trust and my family, I would have never been able to do it. Going through this program has been such a great experience."

With a deep passion for life-long learning and continuing to advance her career, Kristina makes it a point now to encourage others to take advantage of all that BHMT has to offer

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"These programs are not for just nurses. They are for everyone," she says, "If I can encourage just one person to go back to school and pursue their career dreams, I will be happy."

***Congratulations, Kristina!***



### Online Language Training with AmEnglish

The English Proficiency Program with AM English provides an [online training program for non-native speakers of English](#), which can improve communication skills at the high-beginning through advanced levels. AM English has been awarded top honors for their programs by the Educational Testing Service (ETS), maker of the Test of English as a Foreign Language (TOEFL®) tests. The TOEFL® test is the most widely respected English-language test in the world, recognized by more than 9,000 colleges, universities and agencies in more than 130 countries, including Australia, Canada, the U.K. and the United States.

BHMT participants are given a 1-year online subscription and can access **17 self-selected programs**:

- **Speaking**
- **Listening**
- **Writing**
- **Vocabulary**

These online, interactive programs will help you improve your listening comprehension, vocabulary, and speech in English. Look for the TOEFL® Vocabulary Practice sections in each volume (more than 250 words per volume). The "English Skills Series" now available in audio in **English, Spanish, Cantonese, Mandarin, Tagalog, and Vietnamese**. Stream online or download the program to learn on the go!

### 3 Tips for Career Development

As an employee, what do you need from your manager to be successful? Have you ever thought about it? Did you know that by engaging with your manager, you can receive thoughtful and constructive feedback on your performance as well as the support to help you pursue your career development goals?



**Here are 3 tips on how to start the conversation:**

- **Proactively engage your manager** in a discussion about your career goals. Invite their input and support for developing you—their valued employee.
- **Volunteer for challenging projects** and assignments that will improve the quality of work-life in your department. One of the best ways to advance your career is to identify an organizational problem and propose a solution. By offering to implement the solution, you will not only increase your visibility as a problem-solver, but you will also expand your skills in the process.
- **Create an organizational career path.** Are you reaping the benefits of a thoughtfully developed, written, manager-supported career plan? Career pathing is an essential component of your life-long career management.

When you take the time to develop a strong relationship with your boss, it can build trust, establish

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relationships are built upon foundations that start with good communication skills. *Presented by Michele McCarthy  
BHMT Career Counselor, MAS*

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### Power Up with New Horizons!

New Horizons Computer Learning Centers offers **FREE** [basic computer applications training](#). Whether you are new to computers or an advanced user, with New Horizons' training platform, you'll gain real-world skills and create a solid foundation to help build the computer knowledge needed today.

The **top 3 Microsoft Office training courses** BHMT participants have completed include **Excel, Word, and PowerPoint**. This training can lead to you obtaining a [Microsoft Office Specialist \(MOS\)](#) certification. An in-depth understanding of Microsoft Office is essential for career advancement. [Explore our list of training courses](#) and select those that will help you deepen your knowledge.

**Not sure where to start?** Take advantage of the **FREE** [Microsoft Office Assessment tool](#) to help you choose the right course or start by learning the fundamentals of basic computer application training with Windows 7 or Windows 8.1.

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#### Need Career Direction? Contact Your BHMT Career Counselor

Are you aware of your free and confidential career counseling benefit? Your regional career counselors are available to help you with career goal setting, education planning, and job search assistance. No matter where you are at KP, it's useful to explore your professional development.

Contact Your NCAL region Career Counselors:

**MARTHA EDWARDS:** [Martha.A.Edwards@kp.org](mailto:Martha.A.Edwards@kp.org), (510) 987-2168

Established in January 2007, the Ben Hudnall Memorial Education and Training Trust provides career counseling services and resources to education and training programs across Kaiser Permanente Regions.

#### [Office of the Ben Hudnall Memorial Trust](#)

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