

Subject	Hours of Classroom	Hours of On the Job	Location
History of ATC Healthcare Brand	1	0	Lake Success, NY, telephone or remote
Credentialing	2.5	0	Lake Success, NY, telephone or remote
ATC Mission Statement and Operating Principles	1	0	Lake Success, NY, telephone or remote
Intro to Medical Staffing Clinical Job Overview	2	0	Lake Success, NY, telephone or remote
ATCHealthcareStaffing Full-Service Offerings	1	0	Lake Success, NY, telephone or remote
Local Market Assessment	2	2	Lake Success, NY
Marketing & Sales	8	8	Lake Success, NY
Margin Calculations	1	0	Lake Success, NY
Human Resources	2	0	Lake Success, NY, telephone or remote
Hiring Criteria/Recruitment	2	6	Lake Success, NY
Recruitment Workshop ATS systems	2.5	0	Lake Success, NY
HCA Benefits	1	0	Lake Success, NY, telephone or remote
Staffing and Day to Day Operations	1.5	4	Lake Success, NY
Accounting	1.5	0	Lake Success, NY, telephone or remote
Payroll/Invoicing/Collections	1.5	6	Lake Success, NY, telephone or remote
Stafferlink	3	8	Lake Success, NY, telephone or remote
Contracts and Service Agreements	1	2	Lake Success, NY, telephone or remote
Government Contracting	1	0	Lake Success, NY, telephone or remote
Risk Management Quality Improvement Workers Compensation Insurance	1.5	0	Lake Success, NY, telephone or remote
Local Matters and Impact	6	60	Telephone or remote
Sales Visits	0	4	Your Location
Operations Review	0	3	Your Location
Recruitment Review	0	2	Your Location
Break Even Review	0	1	Your Location
30/60/90 Day Plan	0	2	Your Location
Goals and Benchmarks	0	2	Your Location
TOTALS	42.743	110	