Clinical Medical Assistant

Program Description

A Certified Clinical Medical Assistant (CCMA) is multi-skilled Allied Health professional who is trained in both clinical and Administrative procedures. A competent Clinical Medical Assistant must have proficient multi-tasking skills, special communication skills, good organizational skills, and good manual dexterity.

This program will provide individuals with training in the Following areas:

- Past and Present in the Healthcare Setting
- Law and Ethics
- Communication Skills
- Diagnostic and Procedural Coding
- Computer Operations
- Medical Terminology
- Anatomy and Physiology
- Fundamentals of Clinical Medical Assisting
- Clinical Duties Related to Medical Specialties
- Fundamentals of Laboratory Procedures
- Phlebotomy Procedures
- EKG Procedures

This is a 30 week program that consists of classes 3 days per week For a total of 360 classroom hours. In addition, each student will be Required to complete 72 Lab hours in school plus 150 externship Hours in a clinical setting. After the successful completion of this course the student will be eligible to sit for the NHA (National Healthcareer Association) National Certification Exam.

Tuition
$5000.00
Covers: Books
Materials
Scrubs
Certification Exam

Hours
12 hours per week
Mondays and Thursdays
12pm-4pm
Tuesdays 8:30-11:30 am
Clinical hours will be at the discretion of the clinical site

Student Financial Responsibility
Physical Exam, Flu shot, immunizations or blood work requirements, CPR, and background checks
Clinical Medical Assistant

Ch.1 Medicine and Medical Assisting
Ch.2 Law and Ethics
Ch.3 Communication Skills
Ch.4 Patient Education
Ch.5 Medical Terminology
Ch.6 Electronic Applications in the Medical Office
Ch.7 Diagnostic Coding
Ch.8 Outpatient Procedural Coding
Ch.9 Nutrition and Wellness
Ch.10 Medical Asepsis and Infection Control
Ch.11 Medical History and Patient Assessment
Ch.12 Anthropometric Measurements and Vital Signs
Ch.13 Assisting with the Physical Examination
Ch.14 Sterilization and Surgical Instruments
Ch.15 Assisting with Minor Office Surgery
Ch.16 Pharmacology
Ch.17 Preparing and Administering Medications
Ch.18 Diagnostic Imaging
Ch.19 Medical Office Emergencies
Ch.20 Dermatology

Ch.21 Orthopedics
Ch.22 Ophthalmology and Otolaryngology
Ch.23 Pulmonary Medicine
Ch.24 Cardiology
Ch.25 Gastroenterology
Ch.26 Neurology
Ch.27 Urology
Ch.28 Obstetrics and Gynecology
Ch.29 Endocrinology
Ch.30 Pediatrics
Ch.31 Geriatrics
Ch.32 Introduction to the Clinical Laboratory
Ch.33 CLIA Compliance and Laboratory Safety
Ch.34 Phlebotomy
Ch.35 Hematology
Ch.36 Urinalysis
Ch.37 Microbiology and Immunology
Ch.38 Clinical Chemistry