

Medical Assistant Program

Program Length: 900 Clock Hours / 36 Weeks * Day or 60 Weeks * Evening* Weeks to complete the program do not include scheduled breaks

Sample Occupations: DOT 079.362-010 Medical Assistant CIP 51.0801 Medical Assistant
A list of other occupations is available in the Placement office

Program Purpose/Description:

This program will equip the student with the skills required of a medical assistant to function as a member of a health care team. It consists of 10 three-week modules in class plus an externship, for a total of 900 clock hours and 36 weeks during the day and 10 five-week modules plus an externship for a total of 900 clock hours and 60 weeks during the evening.

	<u>COURSE</u>	<u>Clock Hours</u>
M223	Minor Office Surgery	45
M201	Medical Assistant Roles and Issues	15
M239	Medical Billing & Finances	30
MCJ201	Computers & Job Search	45
M246	Medical Office Reception	30
M205	Medical Office Emergencies/CPR	15
M232	Specialty Procedures	60
M237	Medical Records	15
MH201	Habits That Make You Successful	15
M221	Exam Room Procedures	45
MCS201	Customer Service	15
M235	Laboratory Procedures	60
M218	Blood Collection in Healthcare	75
M260	Pharmacology I	75
M261	Pharmacology II	75
MER230	Electronic Health Records	60
MAC101	Medical Assisting Capstone	75
M256	Externship	150
	Total Program	900 Clock Hours

Program Costs:	Tuition	\$15,150.00	
	Registration Fee	250.00	(Non-Refundable)
	Book Costs	<u>718.00</u>	(Books are NOT RETURNABLE)
	Total	\$16,118.00	

For information on graduation rates, median debt of graduates completing this program and other important information, visit <http://library.cambridge.edu/Yuba-City-MA/index.html> (Yuba City Campus) or <http://library.cambridge.edu/Woodland-MA/index.html> (Woodland Campus)

My signature below certifies that I have read and fully understand the above outline of fees and courses. Furthermore, I understand that the school has the right to change course schedules and titles without prior notice.

Student Signature

Date

(Revised 6/27/17)