



Medical Assistant Bootcamp

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| Fee | Duration | Certification | Issuing Authority |
| \$3450 | 16 Weeks | Certified Clinical Medical Assistant (CCMA) | National Healthcareer Association (NHA) |



PROGRAM DESCRIPTION

The goal of the Medical Assistant program is to prepare competent, entry-level medical assistants with the knowledge, skills, and affective behavior to provide quality patient care. Students will be trained in all aspects of medical office practice including administrative tasks and back office clinical tasks. The program provides students with knowledge of anatomy and physiology, routine laboratory procedures and patient care procedures commonly performed in medical offices.

PROGRAM OBJECTIVES

- Understand the current job market and opportunities for medical assistants.
- Compare and contrast allied health professions to gain an understanding of how they relate to medical assisting.
- Learn the credentialing process for medical assistants and its importance.
- Identify and master the general responsibilities and skills of a medical assistant.
- Gain knowledge of the structures and functions of all body systems.
- Learn diagnostic and treatment modalities for each body system.
- Understand the importance of diet and nutrition and apply a system of diet and nutrition.
- Comply with federal, state, and local health laws and regulations as they relate to healthcare settings.
- Demonstrate effective interpersonal skills with patients and health care team members.
- Learn clinical procedures such as assisting with specialty examinations and surgeries, preparing and administering medication, and recognizing and responding to medical emergencies.

CONTENT OUTLINE

| COURSE | WEEKS | HOURS |
|---|-----------|------------|
| 1- General Orientation | 1 | 12 |
| 2- Anatomy and Physiology | 2 | 18 |
| 3- Medical Terminology | 1 | 8 |
| 4- Medical Law and Ethics | 1 | 12 |
| 5- Human Relations | 2 | 26 |
| 6- Pharmacology | 1 | 12 |
| 7- Administrative Procedures | 1 | 12 |
| 8- Clinical Procedures | 2 | 30 |
| 9- Medical Laboratory Procedures | 2 | 16 |
| 10- Career Development | 1 | 10 |
| Career Prep Course, Coaching and Exam Prep | 2 | 23 |
| TOTAL (120 Hours Clinical Externship Optional) | 16 | 299 |



STUDENT RESOURCES

- Online Learning Platform
- Discussion Forum
- Procedure / Skills Videos
- Instant Communication via Slack
- Practice Exams



ONE-ON-ONE COACHING

- 5 mandatory coaching sessions with an industry expert
- Get help with any content queries
- Learn from the industry insights



CAREER SERVICES

- Two 1-1 Career Service Advising
- Career Preparation Course
- Professional Profiles Building
- Interview preparation



EXTERNSHIP SUPPORT

- Guide to securing an externship
- Job / Externship Board Assistance
- Employer Communication Assets

EXAM, EXAM PREPARATION & E-BOOK:

The program cost includes **Official Self-Assessment** by NHA, One **Certification Exam Voucher**, and **Elsevier – Kinn's The Clinical Medical Assistant, 14th Edition**

This program is not available for the residents of these states: RI & WA.

Upon successfully completing the program, students will be awarded a "Health Tech Academy Certificate of Program Completion" and will receive an official transcript. While the certificate confirms training completion, it's not a nationally recognized certification. Students are encouraged to take and pass the national certification exam through the relevant authority for official recognition in their field.

Please read the given information carefully and for further information or queries, please reach out to our National Director, of Workforce Development Karla Coleman at Karla.Coleman@healthtechacademy.org or 512-882-4695

