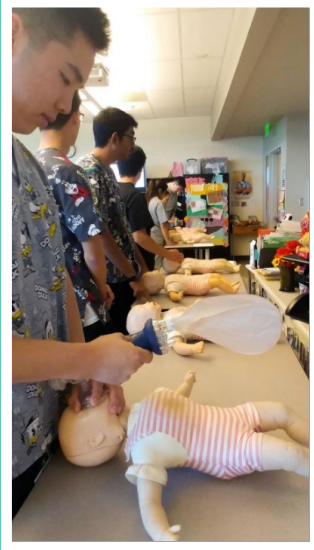


Medical Assisting



- Gain the skills necessary to obtain an entry-level position in the healthcare industry
- Build skills in both medical administrative assisting and clinical medical assisting
- Earn an internship at a local health care facility
- Learn procedures in hands-on labs

UC “g” Credit

Students will prepare for a career in the healthcare industry. They will study medical ethics, medicine and law, appointment scheduling, telephone techniques, filing methods and record keeping, aseptic concepts, infection control, CPR, vital signs, anthropometric measurements, assisting in various specialties and surgical preparations, medical terminology, and HIPAA rules and practice. Students that successfully complete the first semester with a minimum B grade will be placed in a medical office or clinic for hands-on experience.

- All students must provide immunization records, proof of a negative TB test prior to externship placement, proof of COVID-19 vaccinations may be required at externship site.
- Scrubs will be issued for this course
- A stethoscope is also recommended
- All students must maintain a B or better with successful completion of class work and attendance or they will not be eligible for an internship and will be dropped at the end of Semester 1.
- Transportation to and from the clinical site is the student’s responsibility



To enroll or learn more about this program, talk to your counselor, visit your career center, or contact Mrs. Cimino at: mcimino@mvrop.org

More information is also available at: <http://www.mvrop.org/instructor/mcimino.html> or www.mvrop.org