

# Certified Clinical Medical Assistant

Employment of medical assistants is projected to grow 23 percent by 2024. As aging baby boomers continue to increase demand for medical services, physicians will need more assistants to perform routine administrative and clinical duties.

Prepare for your new career at Great Oaks!



## The Great Oaks Partnership Program

This 140 hour comprehensive program is designed to prepare students to function as professionals in multiple healthcare settings. This course includes classroom, lecture, hands-on labs, and a 80-hour clinical externship.

Medical assistants perform routine clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and optometrists running smoothly.

Clinical duties may include taking medical histories and recording vital signs, explaining procedures to patients, preparing patients for examination, and assisting the physician during the exam. Medical assistants collect and prepare laboratory specimens or perform basic laboratory tests. They instruct patients about medication and special diets, prepare and administer medications as directed by a physician, authorize drug refills as directed, transmit prescriptions to a pharmacy, draw blood, prepare patients for x-rays, take electrocardiograms, and change dressings.

## Employment

When you successfully complete this program, you will have the skills necessary to gain employment in a number of capacities. You'll find job opportunities in physicians' offices, clinics, chiropractors' offices, and outpatient facilities.

## Certifications

Students who successfully complete this program will be eligible to take the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

## Tuition

- \$2,830 (includes books, study guides and certification exam)
- \$50 CPR

*The Certified Clinical Medical Assistant program is offered at Great Oaks by Condensed Curriculum International (CCI). Since 1993, CCI has supported schools in communities nationwide with educational programs focused on healthcare and other in-demand disciplines.*

**The next class begins soon!**

**Scarlet Oaks Career Campus – Sharonville**

Call **513.771.8881** for information session dates and class schedules.

Learn more at [adults.greatoaks.com](http://adults.greatoaks.com)





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## You will learn about:

- Clinical responsibilities of the medical office and assisting the physician with patient-related care.
- Preparing patients for examination and treatments, routine procedures, and diagnostic testing.
- HIPAA, patient confidentiality, legal aspects of healthcare, and regulatory patient care issues.
- Recording and taking of vital signs, blood pressure, and other patient care items related to the physician office visit.
- Review and administration of medications, allergies and other pharmacology-related items.
- Laboratory procedures, phlebotomy, and the proper techniques required to collect specimens for laboratory analysis.
- Cardiology and the proper placement of leads when taking a 12-lead EKG.



## Program requirements

- Attendance at an information session
- BCI and FBI background check\*
- WorkKeys® testing\*
- Physical exam\*
- Two-step TB test\*
- Immunization record
- Copy of high school diploma or high school equivalency (HSE)
- Signed agreement to complete 80-hour externship
- Drug screen\*
- Series Hepatitis B vaccination\*
- Scrub uniform\*

\*May be additional cost

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Call now to learn more and register!

Scarlet Oaks 513.771.8881