



# Medical Assisting Adult Evening Program

The Medical Assisting Program prepares students to function as professionals in multiple healthcare settings. Medical assistants with a clinical background can perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an electrocardiogram (EKG), obtaining laboratory specimens for testing, phlebotomy, and patient education. Prepares students to sit for the NHA Clinical Medical Assistant Certification.

**Course Length:** 12 Months

**Course Hours:** 610

**Course Credits:** 46

**Schedule:** Tuesday & Thursday 5:15pm – 9:45pm, Virtual 4 Hours per week

**Location:** Schuylkill Technology Center North Campus – 101 Technology Drive Frackville, PA 17931

## Theory & Skills

**Medical Orientation** – Prepares students for the expectations of a medical office setting; including the nature of the work and skills involved. (40/4)

**Medical Law & Ethics** – This class educates students in the legalities associated with the profession, HIPAA as well as a thorough discussion of various ethical considerations. (30/3)

**Medical Terminology** – This class provides a thorough presentation of the language utilized in the medical Assisting field. (60/6)

**Anatomy & Physiology** – Students are trained in the anatomy of the human body. (60/6)

**Emergency Procedures** – Student learn COR, First Aid, patient care and how to assist with medical procedures. (30/3)

**Medical Assisting Principles** – Student are provided with instruction on the practice of medical assisting procedures. (30/3)

**Medical Assisting Clinical Procedures** – Students practice the following clinical skills in a laboratory setting: vital signs, taking medical histories, preparing patients for examinations, collecting, and preparing laboratory specimens, and communicating with patients. (300/15)

**Tuition** – \$7,320

**Program Fees** – \$1,600 (Books Included)

## Admission Requirements

Complete an application & pay the non-refundable registration fee to reserve a seat

<https://www.stcenters.org/domain/29>

Submit a certified high school transcript or GED

Must have funding sources secure and submit any award letters (if applicable) 10 days prior to the start.

Must be at least age 18.

Submit FBI, State Police and Child Abuse Clearances prior to program start.

## Graduation Requirements


Complete all classroom assignments, tests and all skills/theory training.

Earn an overall grade point average of 80% or higher.

Be in compliance with the attendance policy outlined in the student handbook.

Have all tuition and fees paid to ZERO balance.

Once graduation requirements are met students will receive a certificate of completion as prescribed by the IU/STC Board of Directors and the ability to sit for the NHA Certified Clinical Medical Assistant Certification.



# Medical Assisting

In-Person & Online Classes



[www.stcenters.org](http://www.stcenters.org)

## Program Highlights

12 Month Program

12 Hours per week

Evening Hours

Financial Aid Eligible Program

