



CAREER PATHWAYS

Grow here. Learn here. Work here.



Umpqua Healthcare - Front Office Certificates

The Umpqua Careers Certificate prepares students for a career pathway in the healthcare industry. This certificate leads to the Front Office Medical Certificate, the two-year Healthcare Administration AS Degree, or the Nursing AAS degree.

The Front Office Medical Certificate is designed to prepare students for a career performing entry-level medical office skills for outpatient medical offices and clinics. This certificate leads to the Two-Year Medical Office Administration Degree.

CAREER HIGHLIGHTS

JOB TYPES:



- Medical Office Receptionist
- Intake Clerk
- Medical Office Assistant
- Healthcare Data Entry Specialist

SALARY RANGE:

SOURCE: <https://www.onetonline.org>

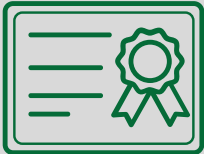


Front Office Medical: \$29,940 to \$45,680

LOCAL INDUSTRY:

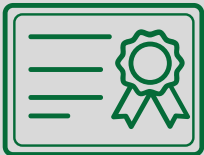


- Mercy Medical Center
- Aviva Health
- Umpqua Health
- Cow Creek Band of Umpqua Tribe of Indians
- Local health facilities



**AVAILABLE PATHWAYS:
Healthcare Certificate**

20 credits required
Less than 1 year college coursework




Front Office Med Certificate

45 credits required
One year of college coursework

Certificates Pathways

| UMPQUA HEALTHCARE CAREERS CERTIFICATE | RHS | FRONT OFFICE MEDICAL CERTIFICATE |
|--|----------|--|
| | GRADE 9 | Business Communications Business Foundations (No DC) |
| Intro to Health Occupations (MED100) Honors Chemistry (CH104) | GRADE 10 | Advanced Medical (No DC) |
| Medical Terminology I/II (MED111/112) Data Science | GRADE 11 | Data Science Medical Terminology I/II (MED111/112) Writing 121/122 (WR121Z only) |
| Writing 121/122 (WR121Z only) | GRADE 12 | Speech (No DC) |

Graduate from Roseburg High School and enroll at UCC

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|---|----------------|---|
| MED100 Intro to Healthcare Careers MED111 Medical Terminology I WR121Z Writing Composition I | YEAR 1 FALL | BA165 Customer Service BA214 Business Communications MED111 Medical Terminology I MED220 Medical Office Procedures I WR121Z Writing Composition I |
| CH104 Intro to Chemistry I MED112 Medical Terminology II MTH105Z Math in Society | WINTER | MED112 Medical Terminology II MED140 Electronic Health Records MED221 Medical Office Procedures II Health Insurance Concepts MED260 Medical Document Processing |
|  Healthcare Careers Certificate | SPRING | BA106 Business Leadership CIS120 Intro to Digital Literacy COM218Z Interpersonal Communications MED231 Hlth Care Reimburs-Collections |



Front Office Medical Certificate