



Become a Medical Front Office Assistant


What You'll Learn:


- Patient Registration Process
- Appointment Scheduling
- Insurance Procedures
- Patient Privacy, HIPAA, PHI
- BLS CPR Certification


Program Benefits:

- Supported instruction for ESL students (intermediate and above)
- Field Trips to local colleges
- A Job Fair just for students!




 **Dates:** Fall 2026 - Dates coming soon

 **Times:** To be determined

 **Where:** 375 Doherty Drive, Larkspur



 **415.945.1031**

 **tamadulted.org**

SCAN TO REGISTER!



In just 8 weeks, you'll gain skills to work in Medical Offices, Clinics, or Hospitals — jobs starting at \$25/hr