



# Medical Assistant

Administrative/Clinical

**Registration Opens**

**June 1, 2026**

**\*enrollment is limited in the order in which they arrive\***

## Class Schedule

**August 13, 2026 - December 16, 2026**

Monday – Thursday 8:00am - 3:00pm

Friday 8:00am - 12:00pm

Mandatory Orientation:

July 20, 2026 2:00pm - 3:00pm

Dates and Time are subject to change

## What is a Medical Assistant?

A medical assistant is an allied health professional that supports the work of physicians and other health care professionals, usually in a clinic setting.

Medical assistants perform routine clinical and administrative duties under the direct supervision of a physician or other health care professional.

## Requirements

- Pre-Register Online: [vas.vusd.org](http://vas.vusd.org)
- Must be 18 years old
- CTE Placement Score 247 or Higher
- CASAS Pre and Post Assessment
- Official High School Transcript, Diploma, or Equivalent
- Foreign Transcripts accepted
- Current State photo ID: driver license, US Passport
- Requirements must be completed to enroll in the program
- Mandatory and on-time first day of class attendance or will be dropped



## Topics Covered in Class

- Administrative (Front Office Training)
- Clinical (Back Office Training)
- Medical Terminology 350
- CPR/First Aid Certification Training Extern & Certification

\*see reverse for more information\*

## Approximate Costs

**Registration Fee: \$725**

**Lab Supply Fee: \$100 (due upon registering)**

Uniform and Supplies: \$275 - \$330

Physical and TB Test: Cost varies, up to \$100

Drug Screen -Payable to Palm Occupational - 235 E. Noble Ave., Visalia, CA 93277: \$60

**Approximate Total: \$2090**

includes registration, books, materials, uniform and supplies, optional Certification exam

\*see reverse for more information on cost breakdown – price subject to change\*

Credit/ Debit Only

Refunds provided if requested prior to the first day of class



Scan QR Code to register now



Upon successful completion of the course, student will receive Certificate of Completion

3110 E. HOUSTON AVE VISALIA, CA 93292

[vas.vusd.org](http://vas.vusd.org)

(559) 730-7646



# Medical Assistant

## Administrative/Clinical



### Topics Covered in Class

**Administrative (Front Office Training)** Health care settings; history of medicine; therapeutic communication; coping skills; legal & ethical considerations; Medical Office Simulation Software; medical abbreviations; telecommunications; patient scheduling; medical records; written communication; medical insurance; medical abbreviations.

### Clinical (Back Office Training)

Basic anatomy/physiology; vital signs; universal precautions/infection control; HIV/AIDS information; introduction to phlebotomy; electrocardiograms; Healthcare Provider BLS CPR; First Aid; medication administration and dosing; injections; medical documentation; examinations; office surgeries.

### Medical Terminology 350

The language used to precisely describe the human body including its components, process, condition affecting it and procedures upon it.

### Extern & Certification

Successful attendance and completion of the program may qualify student for extern placement and ability to sit for the California Certified Medical Assistant examination to become a Certified Medical Assistant.

### Industry Job Outlook

Career opportunities in this field are expected to grow up to 17% through 2030 in the Tulare County region.

\*According to the State of California Employment Development Department



### Cost Breakdown – approx. total \$2090

\*price subject to change\*

- Registration Fee \$725
- Lab Fee \$100 (due upon registering)
- Physical and TB Test – Cost varies up to \$100
- Drug Screen – Payable to Palm Occupational \$60

### Required Books/Materials

- Payable to Visalia Adult School
- \$235 - Administrative MA(Bundle/Workbook)
- \$60 - Medical Office Simulation Software (limited time access)
- \$60 - Medical Terminology Book
- \$150 - Clinical MA (Bundle/Workbook)
- \$15 - Binder with supplies
- \$5 - Clinical Badge

### Uniforms and Supplies

- Payable to Nurses Boutique\* Up To \$330
- Scrubs – 2 sets (Color: Caribbean Blue)
- Stethoscope
- BP Cuff
- White/Black leather shoes
- Watch with second hand
- \*Other uniform vendors may be used

### Online Certification Information

- Payable to CCBMA- Approximate Cost: \$250
- California Certifying Board of Medical Assisting- CCBMA.org