

medical assisting services

GENERAL COURSE INFORMATION

This two-year certificate program is designed to prepare students for entry-level positions as Medical Assistants in medical office businesses. The students will receive training in numerous areas, giving them an understanding of the varied responsibilities and skills necessary for employment. Upon successful completion students may take the American Medical Technologist (AMT) certification exam to become a Registered Medical Assistant (RMA). This program is taught in partnership with Coconino Community College.

LOCATION

Flagstaff

LENGTH OF PROGRAM

Four Semesters + summer externship

SUGGESTED HIGH SCHOOL COURSES

DE MAT 140, ENG 101, Science classes

GRADE LEVEL REQUIREMENT

Juniors and Seniors

CLASS SCHEDULE

Monday - Thursday
2:30 - 5:00 p.m.

CREDITS

28 Community College credits*
32 Community College credits after completing the Externship

COURSE OFFERINGS

AHSC 145A, 145B, 145C, 145D - MA Essentials
AHSC 146A & 146B - Medical Assistant
AHSC 147A & 147B - MA Skills
AHSC 148A & 148B - Medical Assistant
AHSC 149A & 149B - MA Skills

*Please note CAVIAT does not cover tuition for 4 credit summer externship remaining after student graduates

AHSC 289 - MA Externship 180 hours

PLACEMENT REQUIREMENTS

Placement into ENG 101A or above (HS GPA 2.6 or higher; English ACT score of 18 or) AND placement into MAT 091 or above (HS GPA 2.6 or higher; Math ACT Score of 17 or higher OR Algebra II grade of a C or better). Please refer to <http://coconino.edu/course-placement>

CERTIFICATIONS

CPR for Health Care responders, CCC Medical Assistant Certificate (Upon completion of *AHS 290. *course not available through CAVIAT), eligible students will be prepared for the American medical technologist (AMT) exam to become a licensed Registered Medical Assistant (RMA)

CAREER OPPORTUNITIES (snapshot)

Certified Medical Assistant | Medical Records Tech | Nurse



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