# **Certified Clinical Medical Assistant**

* NHA: CCMA PREP COURSE

**Description:**

This program is designed to teach students the skills necessary for employment in the modern medical facility. A qualified medical assistant is capable of performing a wide range of duties, with a variety of technical details; thus, helping the physician in many clinical situations. Upon successful completion of this course, students will receive a certificate of completion and will be eligible for National Certification through the National Health career Association (NHA).

**Course Requirements**1. High School Diploma; or GED/ high school equivalency

2. A student must have completed a training program within the last 5 years or has 1 year of supervised work experience in a medical assistant field within the last 3 years: or 2 years of supervised work experience in as medical assisting field within the last 5 years.

**Professional Association**

National Health career Association, Certified Clinical Medical Assistant (C.C.M.A.)

**Method of Instruction**

This course utilizes a lecture and demonstration methodology.

**Criteria for Certification**

Students must achieve a passing grade of 70% on the National Certification exam.

**Course Structure**

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| * Foundation Knowledge & Basic Science , Health-Care System/Setting |  |
| * Anatomy, Physiology & Medical Terminology |  |
| * Patient Safety, Nutrition, Basic Pharmacology, Medical Office Clinical Practices |  |
| * Phlebotomy & EKG |  |
| * Body Structures Organ Systems, Psychophysiology Disease Process |  |
| * Clinical, Patient Care, Intake/Vitals, General Patient Care, Infection control/Safety |  |
| * Point of Care Testing Lab Process, Phlebotomy, EKG/Cardiovascular Testing |  |
| * Administration Assisting, Communication & Customer Service, Medical Law & Ethics |  |
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Program duration: 210 Hrs