



CLINICAL MEDICAL ASSISTANT PROGRAM

This 237 hour program prepares **Clinical Medical Assistant** students to perform skills in the medical office setting. Clinical medical assistants perform routine clinical tasks to keep the offices of physicians, podiatrists, chiropractors and optometrists running smoothly. It requires 142 classroom hours and 80 hours of a clinical externship. Students perform clinical procedures including administering medications, assisting with minor surgery, performing an electrocardiogram, obtaining laboratory specimens for on-site testing, educating patients and maintaining clinical equipment in an ambulatory care setting. Clinical duties may include taking/recording medical histories and vital signs, explaining treatment procedures to patients, preparing patients for examination and assisting the physician during the examination. Additionally, an AHA BLS for Healthcare Providers (8 hrs) and Professionalism in the Workplace (7 hrs) are given within this course. Both are required prior to attending clinical rotations. This program will provide the necessary training and skills required to challenge the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination.

*Information is subject to change based on industry, facility, or institution requirements. Please note that CPR training must be Basic Life Support through the American Heart Association.

*This course can be delivered via an Online Hybrid format or In-person.



ESTIMATED TUITION

Cost of program is \$2,330. Additional costs include an on line background check (\$40, payable by student), drug screen (\$40, payable by student), supplies, and textbooks:

- Supplies: One pair of Navy Blue scrubs, tennis shoes, and stethoscope.
- Medical Assistant (CCMA) Online Study Guide 2.0 + Online Practice Test 2.0, and Printed Study Guide.



PREREQUISITES

ALL prerequisites MUST be completed ONE WEEK PRIOR to start of class including online background check, drug screen, High School Diploma or GED, copy of Social Security Card and State-Issued ID or TDL (names must match), and all immunization requirements. See page 2 (back page) for complete list and details.



TIME COMMITMENT

Classroom: 142 hrs
 Clinical Externship: 80 hrs
 AHA BLS for Healthcare Providers: 8 hrs
 Professionalism in the Workplace: 7 hrs
Total Hours: 237

JOB PROFILE CLINICAL MEDICAL ASSISTANT



Local Employment (2017): **13,670**

Job Growth: **29%**



Expected salaries: **\$11.66** (entry) **\$15.65** (average)
\$45,900 (yearly with experience)



Industries with Highest Level of Employment:
 Offices of Physicians, General Medical and Surgical Hospitals

Source: U. S. Department of Labor (DOL) Bureau of Labor Services



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 COMMUNITY DEVELOPMENT

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PREREQUISITES

ALL prerequisites **MUST** be completed **ONE WEEK PRIOR** to start of class.

- ❑ Online Background Investigation (\$40, payable by student) at <https://portal.castlebranch.com/LK53>. The results take 48-72 hours. For assistance, please contact 281.425.6311
- ❑ Drug Screen (\$40, payable by student) at <https://portal.castlebranch.com/LK53>. The results take 48-72 hours. For assistance, please contact 281.425.6311.

- ❑ High School Diploma or GED
- ❑ Copy of Social Security Card and State-Issued ID or TDL (names must match).
- ❑ All students are required to have the current immunizations listed below.



IMMUNIZATION REQUIREMENTS

To be eligible for clinicals at a facility, you will need to have **ALL** of your shots **PRIOR** to the start of class and you must bring **PROOF** of all shot and titer records to the Center for Workforce and Community Development when registering.

- ❑ Hepatitis B- **Series of Three doses** are required or a Quantitative Titer will be accepted as long as the result shows positive immunity.
- ❑ MMR- Must have **two doses** of vaccination. Titer accepted.
- ❑ TB Skin Test (PPD)- Test must be negative and taken within 12 months of the end date of clinical rotations. If positive, chest

X-ray with written results from Dr. showing no symptoms of TB accepted OR Chest X-ray with written results within 2 years of start date of class OR QuantiFERON®- TB Gold Blood Test.

- ❑ Tetanus, Diphtheria & Pertussis (TDaP)- Must be within 10 years of the end date of clinical rotations.
- ❑ Varicella- Must have **two doses** of vaccination or titer test with positive results.
- ❑ Flu Vaccine - annual - if clinical rotations are to be completed during flu season. (Oct-Mar)

CAREER PATHWAY



HB 1508 -Students who have a felony conviction should check with the Program Manager of their program to determine if a licensing exam is required to be employed Some examples include but are not limited to education, nursing, cosmetology, and technology programs. Legislative changes, specifically, HB 1508 from the 85th Texas legislative session section 53.151 (2017), require notification to applicants and enrollees regarding the consequences of a criminal conviction on eligibility for an occupational license. Students may be ineligible for an occupational license upon completion of a program due to prior convictions.



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