

East Valley Medical College

Medical Assistant Program

As the Healthcare Field continues to grow, the need for Medical Assistants is increasing rapidly. MA's are very important members of a Healthcare team because it is their job to collect medical histories, vital signs and important information from patients for the doctors and nurses they are working with.



As a Medical Assistant Duties Include, But Are Not Limited to the Following:

- Phlebotomy and collecting specimens
- Giving Injections/Administering Medications
- Completing EKG's
- Preparing patients for examination/vitals
- Assisting the physician throughout the procedure
- Charting patient information
- Front Office Duties

As a Medical Assistant YOU Can Pursue Employment in a Variety of Environments:

- Doctor's offices
 - Labs and Clinics
 - Urgent care clinics
 - Hospitals
- Length of Program: Approximately 33 weeks
 - Financial Aid Available for those who Qualify
 - Total Cost of Program: \$4,900
 - Class size – 10 students

BECOME A MEDICAL ASSISTANT IN 9 SHORT MONTHS

Ask to See How YOU Can Qualify for Financial Aid!

<i>Registration Fee:</i>	\$ 200
<u><i>Tuition:</i></u>	<u>\$ 4,700</u>
<i>Total:</i>	\$ 4,900

Start Date: Feb 26, 2018

Graduation Date: Oct 19, 2018

THE SCHEDULE IS AS FOLLOWS:

9 Months (33 weeks) 900 hours

Schedule: Term I and II

Monday - Thursday: 8:00am – 4:00pm

Term I: (11 weeks) Front Office Skills

(Study Skills, Medical Terminology, Medical Front Office Procedures 100, Back Office Procedure 100, BOP Lab 100)

Term II: (11 weeks) Back Office Skills

(Body Structures and Functions, Medical Science, Pharmacology, Back Office Procedure 200, BOP Lab 200)

Term III: (11 weeks) Clinical Externship

Schedule: Term III

Clinical Externship: *Doctors Office*

Monday – Wednesday 8:00am - 3:30pm

Tuition Includes:

- All Books (loan)
- Uniform (loan)
- All Medical Supplies/Equipment
- TB Test and CPR Card
- Back Ground Check

What Do You Need to Enroll?

HS Diploma or GED
Over the age of 18
Ability to pass Drug Test
Eligible US Citizen/Resident

Please contact the College for a course list or to Schedule an Appointment

480-776-0070