

# Find your path at John Wood

## >> CAREER & TECHNICAL PROGRAM <<

# Healthcare Assistant



A **Healthcare Assistant (HCA)** interacts with nurses, physicians and administration and performs a multitude of administrative and patient care tasks, including patient scheduling, electronic records, refills, history, blood draws, vitals and basic coding and billing.

### Like?

Teamwork

Human Anatomy

Constant Learning

### Learn to

Work with a variety of healthcare professionals

Understand how the body functions and heals

Understand how the medical and administrative sides of healthcare work together for positive patient experiences

### Average Annual Earnings

Will vary based on geographical location and experience. A median starting range \$12-\$12.50/hour.

### Potential Careers

Healthcare Assistant or Medical Office Assistant in clinics and rural healthcare settings

### Classes in...

Medical Terminology, Introduction to Medical Office, Fundamentals of the Nursing Assistant, Basic Patient Care Skills, Nursing Assistant Practicum, Intro to Diagnostic Testing for HCA

### Type of Work

The healthcare assistant works closely with members of the medical profession, including nurses and doctors. Work may include explaining procedures, preparing patients for exams, taking lab specimens/tests, removing sutures, changing dressings, scheduling, drawing blood, ordering prescription refills, taking patient history and vitals, record keeping, and first aid.

### JWCC Stackable Certificates

Tackle one certificate at a time. Apply credits towards a degree.

**6 classes** = Certified Nursing Assistant Certificate



**6 classes** = Healthcare Assistant Certificate



**14 classes** = Certified Medical Assistant

HCA's earn an average of \$2 more per hour than CNAs. Often work day shifts in office/medical settings.

## JWCC Difference

- Courses developed by regional healthcare providers
- 100% job placement
- Job shadow first semester



[jwcc.edu/hca](http://jwcc.edu/hca)

217.641.4337

[admissions@jwcc.edu](mailto:admissions@jwcc.edu)

# Health Care Assistant Certificate

## REQUIRED COURSES

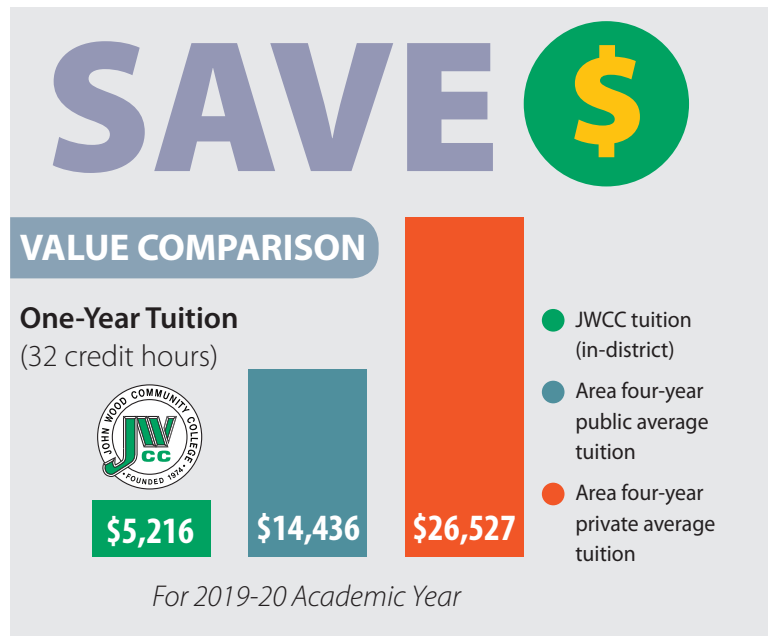
Course	Description	Credit Hours
NUA 100	Fundamentals of the Nursing Assistant	3.5
NUA 102	Basic Patient Care Skills	3.5
NUA 103	Nursing Assistant Practicum	1
NUA 118	Intro to Diagnostic Testing for HCA	1
NUA 120	Practicum for Health Care Asst	1
OFT 170	Intro to Medical Office	4
OFT 281	Medical Terminology	3
	Total Credits	17

Current CNAs may only need to take three courses to earn the HCA:

Introduction to Diagnostic Testing for HCA

Introduction to Medical Office

Medical Terminology



## SUCCESS

JWCC ranks in the  
**TOP 10% in the Nation**  
for Student Success



HCA Grads sought by:



Gainful Employment info: [jwcc.edu/gainfulemployment](http://jwcc.edu/gainfulemployment)



[jwcc.edu/hca](http://jwcc.edu/hca)

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