

Find your path at John Wood

>> CAREER & TECHNICAL PROGRAM <<

Medical Assistant

A Medical Assistant (MA) interacts with nurses, physicians and administration and performs a mixture of administrative and patient care tasks.



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 geographic location and experience. A median starting range \$13-\$13.50/hr (\$28,080/yr)

Potential Careers

Medical Assistant in clinics and rural healthcare settings

Classes in...

Clinical Medical Assisting I & II, Basic Human Structure and Function, Keyboarding (for coding/billing speed/accuracy), Administrative Medical Assisting I, Customer Service, Medical Terminology, Introduction to Speech, Administrative Medical Office II, Medical Insurance and Coding, Pharmacology for the Medical Office, Medical Law and Ethics, Ambulatory Practicum

Type of Work

The medical 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.

CMA's work in clinical and fast care centers as well as rural healthcare settings and may earn more than CNAs and HCAs because they perform more in-depth patient care tasks.

Program

The Medical Assistant Program is designed to be completed in one year. Some courses in JWCC's Healthcare Assistant and Medical Office programs may count toward MA requirements.

JWCC Difference

- Courses developed by regional healthcare providers
- Job shadow freshman year
- Online classes available



jwcc.edu/ma

217.641.4337

admissions@jwcc.edu

Medical Assistant Certificate

REQUIRED CURRICULUM

First Semester

Course	Description	Credit Hours
FYE 101	Blazing Your Trail	1
HSC 108	Clinical Medical Assisting I	2
HSC 175	Basic Human Structure & Func	3
OFT 101	Beginning Keyboarding	2
OFT 170	Admin Medical Assisting I	4
		12

Second Semester

Course	Description	Credit Hours
CMN 101	Intro to Speech	3
HSC 128	Clinical Medical Assisting II	2
OFT 171	Admin Medical Office II	2
OFT 185	Medical Insurance & Coding	3
OFT 260	Customer Service	3
OFT 283	Pharm for the Medical Office	3

Third Semester

Course	Description	Credit Hours
HSC 189	Medical Law & Ethics I	3
HSC 199	Ambulatory Practicum	3
		6

SAVE

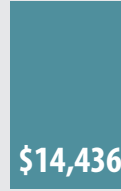


VALUE COMPARISON

One-Year Tuition
(32 credit hours)



\$5,216



\$14,436



\$26,527

- JWCC tuition (in-district)
- Area four-year public average tuition
- Area four-year private average tuition

For 2019-20 Academic Year

SUCCESS



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



CMA Grads sought by:



Hannibal Regional
Hospital



Hannibal Clinic



QUINCY MEDICAL GROUP

Gainful Employment info: jwcc.edu/gainfulemployment



jwcc.edu/ma

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