

# medical assisting services

## GENERAL COURSE INFORMATION

This two-year certificate program is designed to prepare students for entry-level positions as Medical Assistants in medical office businesses. The students will receive training in numerous areas, giving them an understanding of the varied responsibilities and skills necessary for employment. Upon successful completion students may take the American Medical Technologist (AMT) certification exam to become a Registered Medical Assistant (RMA). This program is taught in partnership with Coconino Community College.

## LOCATION

Flagstaff

## LENGTH OF PROGRAM

Four Semesters + summer externship

## SUGGESTED HIGH SCHOOL COURSES

DE MAT 140, ENG 101, Science classes

## GRADE LEVEL REQUIREMENT

Juniors and Seniors

## CLASS SCHEDULE

Monday - Thursday  
2:30 - 5:00 p.m.

## CREDITS

28 Community College credits\*  
32 Community College credits after completing the Externship

## COURSE OFFERINGS

AHSC 145A, 145B, 145C, 145D - MA Essentials  
AHSC 146A & 146B - Medical Assistant  
AHSC 147A & 147B - MA Skills  
AHSC 148A & 148B - Medical Assistant  
AHSC 149A & 149B - MA Skills

\*Please note CAVIAT does not cover tuition for 4 credit summer externship remaining after student graduates

AHSC 289 - MA Externship 180 hours

## PLACEMENT REQUIREMENTS

QR score of 255+ OR ACT Math score of 17+  
Reading Score of 250+ OR ACT English Score of 20+ AND WP score of 5

## CERTIFICATIONS

Registered Medical Assistant (RMA)  
CPR for Health Care Providers  
First Aid

## CAREER OPPORTUNITIES (snapshot)

Certified Medical Assistant | Medical Records and Health Information Technician | Nurse

## 2019 MEDIAN WAGE

\$18.61/hour

*As reported in the BLS Occupational Employment Statistics*

