

Medical Assisting with Phlebotomy Technician Training Program
CIP Code: 51-0801

Program Description:

The “Medical Assisting with Phlebotomy Technician Program” is designed to prepare students to assist medical providers by performing basic clinical and administrative duties in hospitals, clinics and medical centers. They are part of a medical team working with registered nurses and physicians. The program curriculum consists of medical terminology, anatomy and physiology, fundamentals of pharmacology, microbiology and immunology. Students are taught law and ethics as well as good communication skills. Students are familiarized with basic knowledge of medical equipment and devices as well as patient care management. The course also covers medical records, insurance, patient preparation and basic laboratory procedures. Students are also trained with knowledge & skills in the field of Phlebotomy. The program also offers clinical externship which is required for the certification.

After successfully completing the program, students will be awarded Certificate of Completion from our College approved by the State. Also students will be eligible to take National Certification Exams for Certified Medical Assistant and Certified Phlebotomy Technician.

Program Objectives:

The objectives of our program are to prepare students to assist physicians by meeting the clinical and administrative demands of a hospital, office or medical center.

The training in clinical and administrative activities includes but not limited to:

Assisting with physical examinations

Assisting with surgical procedures

Taking patient histories and vital signs

Phlebotomy training, blood draw and injections

Laboratory procedures

EKG (Electrocardiography) placement techniques and recording

Scheduling appointments

Completing insurance forms

Record management

Office management

Basic billing and coding tasks

Basic word processing and spreadsheets tasks (basic computer knowledge)

Performing such tasks within legal and ethical boundaries

Program Duration:

8 months

Clock Hours:

720

Program Curriculum:

MA101 Medical Terminology

MA102 Anatomy and Physiology

MA103 Medical Assisting I

MA104 Medical Assisting I Lab

PHL101 Phlebotomy

PHL102 Phlebotomy Lab

MA105 Medical Assisting II

MA106 Medical Assisting II Lab

MA107 Medical Assisting Practicum I

MA108 Medical Assisting Practicum II

Program Format:

The College will offer this program in on-ground format as well as in hybrid format in which students can take didactic/ theory courses using online delivery method.

Program Completion:

A Certificate of Completion will be awarded to those students who will successfully complete all required courses as per college's Satisfactory Academic Requirements and fulfill their financial obligation towards the college.

Certification:

Graduates who will meet additional requirements, including but not limited to ethics requirements, of the credentialing agency will be eligible to challenge national certification exam to become certified by passing the credentialing examination.