

## PROGRAM DESCRIPTION

Technical Certificate Program (VA)

1300 Hours | 10 Months | Hybrid

### Full-Time:

Tuesday - Thursday, 8:00am - 3:30pm

Monday & Friday, Online

***This is a hybrid program. Students are required to be at their clinical site Monday-Friday (approximately 40 hours per week) during the last 2 months of the program.***

Medical Assistants have been described as health care's most versatile, multifaceted, multiskilled professionals who perform a wide range of roles in physicians' offices, clinics, hospitals and other health care settings. They are proficient in a multitude of administrative and clinical tasks and are widely viewed by doctors as vital members of the health care delivery team.

## COURSES

■ Basic Healthcare Worker	90 Hours
■ Introduction to Medical Assisting	250 Hours
■ Medical Office Procedures	75 Hours
■ Phlebotomist, MA	75 Hours
■ EKG Aide, MA	75 Hours
■ Clinical Assisting	230 Hours
■ Pharmacology for Medical Assisting	90 Hours
■ Laboratory Procedures	125 Hours
■ Administrative Office Procedures	90 Hours
■ Practicum Experience	200 Hours

### Distant/Hybrid Courses:

Students enrolled in distant and/or hybrid courses should have daily access to a computer with internet and must have a valid email address that they check daily. Additionally, students should have all necessary hardware and software components required by their technology program or adult education course.

## The School Board of Broward County, Florida

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## McFATTER TECHNICAL COLLEGE McFATTER TECHNICAL HIGH SCHOOL 6500 Nova Drive | Davie, FL 33317 | 754.321.5700

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*Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.*



**McFatter Technical College is Accredited  
by the Commission of the Council on  
Occupational Education (COE)**

7840 Roswell Road,  
Building 300, Suite 325  
Atlanta, GA 30350  
770.396.3898 • [www.council.org](http://www.council.org)



[www.mcfattertechnicalcollege.edu](http://www.mcfattertechnicalcollege.edu)

# Medical Assisting



## PREREQUISITES

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Applicants who have a standard high school diploma or its equivalent from a regionally accredited institution, meet the state-mandated minimum basic skills requirements on the Test of Adult Basic Education (TABE), and interview with the program counselor may enter the program during the next enrollment period. All students must complete a drug screening, FDLE level 2 background screening, and physical examination with a completed immunization record prior to acceptance.

## ACCREDITATION

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The MEDICAL ASSISTING Program is fully accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Medical Assisting Education Review Board of the American Association of Medical Assistants.

Commission on Accreditation  
of Allied Health Education Programs  
1361 Park Street  
Clearwater, FL 33756  
727-210-2350

## INDUSTRY CERTIFICATION

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Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

## ARTICULATION

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Upon completion and meeting eligibility requirements, students may be awarded credits toward an Associate Degree by selected Florida State Colleges.

## PROGRAM CONTENT

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The Medical Assisting Program covers the following areas:

- Personal, Family, and Home/Community Health
- Medical Terminology
- Administrative Duties
- Anatomy and Physiology
- Microbiology
- Medical Law and Ethics
- Pharmacology and Medication Administration
- Clinical Assisting
- Electrocardiography
- Phlebotomy
- Laboratory Procedures
- Assisting with physical examinations and other courses
- Extensive, supervised externship is provided

## EMPLOYMENT OPPORTUNITIES

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Medical Assistants can seek employment in any of the following medical environments:

- Doctor's Offices/Reception, insurance billing and clinical areas
- Hospital Clinics
- VA Clinics
- Outpatient Surgeries
- Insurance Companies

For additional information,  
call the program counselor/advisor at  
754.321.5700.

VA - APPROVED  
FOR VETERANS' EDUCATIONAL BENEFITS

