



MEDICAL ASSISTANT

MEDICAL ASSISTANT (BUSINESS)

Associate in Science

- Certificate of Achievement
- Associate in Science
- Certificate of Achievement

18 Units (Administrative)

- 18 Units
- 22 Units (Multi-Skilled)
- 22 Units

Upon successful completion of the Medical Assisting program, students will understand and engage appropriate medical administrative and/or clinical skills, and to understand the legal and ethical principles that affect the role of a medical assistant.

Administrative duties may include scheduling appointments, maintaining medical records, billing and coding information for insurance purposes.

Clinical duties may include taking and recording vital signs and medical histories, preparing patients for examination, drawing blood and administering medications as directed by a physician.

JOB TITLE	AVERAGE SALARY	PROJECTED JOBS	PROJECTED GROWTH
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Medical Assistant (Administrative)	\$14.12/hr.-\$29,370	560,800	+29%
Medical assistants perform administrative and certain clinical duties under the direction of a physician. They complete administrative and clinical tasks in the offices of physicians, podiatrists, chiropractors and other health practitioners. Employment of medical assistants is projected to grow 29% which is much faster than the average for all occupations (U.S. Bureau of Labor Statistics).			

