

Healthcare Career Academy

Healthcare Career Academy
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Healthcarecareeracademy.org

Take classroom skills and put them into action-

We prepare you for these externships from day-one. At Healthcare Career Academy campus use equipment that mirrors real-world environments, so you train with the same tools you will use at your clinical externship. The externship is a crucial part of the students overall training to become a Medical Assistant. The externship is undertaken following the successful completion of all classroom training and consists of 120 unpaid hours. Students will take all three certifications exam before starting their externship and will not receive the Certificate of Completion until the 120 hours have been completed.

MEDICAL ASSISTANT CAREER OPPORTUNITIES-

Medical Assistant graduates open the door for employment opportunities in a Physician's Office, Hospital, Nursing Homes, Specialty Clinics and Mobile Clinics.

PROFESSIONAL DUTIES-

- Vital Signs
- Interviewing Patients
- Insurance Processing
- Front Office Assistant
- Billing
- Procedure Coding
- Diagnostic Coding
- Instrument Sterilization
- Charting
- Assist Physician with Exams
- Assist Physician with Minor Surgery

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- Administer Medication
- Perform EKG's
- Phlebotomy

- Diagnostic Coding
- Minor Laboratory Procedures

PHLEBOTOMY-

EXTERNSHIP

You are not required to complete a clinical externship. Our training program is built to combine the classroom and clinical experience in one. We offer the opportunity for our students to return, for the life of our program to get any additional practice wanted, for free. Students designed for healthcare professionals is unique from all other phlebotomy training programs, because instead of requiring you to do weeks and months of training, we give you all the knowledge and skills you need in just a few weeks. Unlike other phlebotomy training programs who only have you practice on a phlebotomy training aid, we not only have you practice on a training aid to build up your confidence, but we also provide you with opportunity to do a live stick on a real person. Live "sticks" will be done in the class. These sticks include venipunctures and capillary sticks.

Warm regards,

Cynthia A. Jones
Owner/Director of Education