

MEDICAL OFFICE ASSISTANT

Program Description

This program prepares individuals to perform routine clinical and administrative functions in health care facilities, primarily medical clinics or physician's offices. Students who successfully complete this program will be able to perform the administrative tasks of a medical receptionist and work in the clinical areas by providing assistance with physical examinations, diagnostic tests and treatment procedures. All students who successfully complete the program are eligible to take the National Certification Examination offered by the American Medical Technologists, a national certifying agency, to become a Registered Medical Assistant.

Students admitted to health care programs must undergo a background check and maintain current CPR certification and professional liability insurance.

Contact Information

Office of Student Services
WCCC, Bishop B102
2508 Blichmann Avenue
970.255.2670

Associates

- Medical Office Assistant (AAS) (<http://catalog.coloradomesa.edu/areas-study/medical-office-assistant/medical-office-assistant-aas>)

Certificates

- Medical Office Assistant (Technical Certificate) (<http://catalog.coloradomesa.edu/areas-study/medical-office-assistant/medical-office-assistant-technical-certificate>)