

# Clinical Medical Assistant

12-MONTH DIPLOMA



## CONTENT COURSES

*(For complete course outlines see our program catalog at [laurel.edu](http://laurel.edu))*

Patient Assessment  
Medical Terminology  
Anatomy & Physiology  
Electronic Medical Records  
Clinical Office Operations  
Pathophysiology  
Medical Office Procedures  
Clinical Diagnostic Procedures  
Pharmacology  
Medical Law & Ethics for Healthcare  
Coding Essentials  
Computerized Billing

Working in healthcare offers a great way to put your skills to use helping doctors, other medical staff, and patients. Whether you work in a medical office or hospital, being a clinical medical assistant can be a highly satisfying career. Medical assistants play an important role in helping patients receive quality medical care. Clinical Medical Assistants are essential workers in high demand because they offer a healthy mix of clinical and administrative skills under the direction of a physician.

CMA duties include:

- ◆ Taking medical histories
- ◆ Recording vital signs
- ◆ Assisting with the primary physical exam and other specialty exams
- ◆ Assisting in the collection and analysis of laboratory specimens
- ◆ Scheduling appointments
- ◆ Receiving & processing patients in the office
- ◆ Maintaining medical records

After graduation, you'll be prepared to take certification tests from the National Center for Competency Testing (NCCT) for CMA (Certified Medical Assistant) and phlebotomy certifications - both of which improve your skill set as well as your career opportunities.



Ready to start your application?  
Scan this QR code with your  
smartphone to begin! Or go to

**laurel.edu**



This program is available at our **Uniontown** campus