

MEDICAL ASSISTING



CAREERS IN THIS FIELD

Certified Medical Assistant (CMA)

Insurance Specialist

Massage Therapist

Phlebotomist

A graduate of the Medical Assisting program is a professional, multi-skilled healthcare provider dedicated to assisting in patient care management in an ambulatory care setting. Medical Assistants perform administrative and clinical duties and may manage emergency situations, facilities, and/or personnel. Competence in the field requires professionalism and effective communication skills as well as technical skills. A required externship provides valuable on-the-job experience.

CONCENTRATIONS IN THIS PROGRAM (CONT.)

INSURANCE (TC)

Correctly coding and billing insurance claims is a vital piece of the medical profession and is a job which demands specialized training. This concentration starts with basic insurance claims and coding, and progresses to advanced duties which include hospital billing, coding, and claims.

MEDICAL ASSISTANT (AAS)

This concentration prepares you for a career as a medical assistant.

PHLEBOTOMY (TC)

This concentration prepares you to be a specialist in obtaining blood samples at hospitals, laboratories, and other medical facilities.

THERAPEUTIC MASSAGE (TC)

Completion of the Technical Certificate provides the student in excess of 700 hours of training and preparation to sit for the NCBTMB (National Certification Board for Therapeutic Massage and Bodywork) National Certification Exam. Completion of the AAS degree provides the student in excess of 1000 hours of preparation to sit for the National Certification Exam.

ASSOCIATE OF APPLIED SCIENCE (AAS) DEGREE

Two-year Associate of Applied Science degree programs prepare students for careers, career changes and career advancement. AAS programs may also prepare students for transfer to four-year institutions. The program content, which is approximately 30 percent general education, provides depth and breadth in conceptual and professional/technical skills. Professional/technical courses equip students with the skills to obtain employment and to advance in the workforce.

TECHNICAL CERTIFICATE (TC)

One-year Technical Certificate programs provide education in conceptual and technical skills for specific occupations. Each program contains a sequence of required courses in a recognized concentration within a program.

CONCENTRATIONS IN THIS PROGRAM

GENERALIST (TC)

The Generalist concentration provides a course of study that includes both administrative and clinical skills, preparing you for a career as a medical assistant. Completion of this concentration prepares the graduate to sit for a national CMA (AAMA) certification.

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To learn more about employment and salary information for careers in this field, visit the U.S. Department of Labor's Bureau of Labor Statistics website at bls.gov and the official career site of the State of Indiana, indianacareerconnect.com.

Not all concentrations are offered at all campuses. Please contact your local Ivy Tech Community College campus for more information.

