



# MEDICAL ASSISTANT

Financial Aid available for those who qualify.

LOCATION	TIME	DAYS	TERM	CLOCK HOURS	FEE**
School of Career Education, Main Campus, 2100 E. Alessandro Blvd., Riverside, CA 92508	8:00 a.m. – 4:30 p.m.	T-F*	21 weeks	630	\$11,800
Don F. Kenny Regional Learning Center, Branch Campus, 47-336 Oasis Street, Indio, CA 92201	8:00 a.m. – 4:30 p.m.	T-F*	21 weeks	630	\$11,800

\*Program fee DOES NOT include enrollment prerequisites, immunizations, health clearances, program require or required materials.  
\*Internship portion of the program will take place Monday - Friday. \*Schedules and fees are subject to change without notice.

## WHERE WOULD I WORK?

- Physician’s office.
- Medical and surgical hospital.
- Outpatient care center.
- Health practitioner office.
- County public health office.

## MEDIAN 2020 WAGES\*

	HOURLY	ANNUALLY
CALIFORNIA	\$19.00	\$39,520
INLAND EMPIRE	\$17.03	\$35,420

\*Data based upon wages and employment averages for Medical Assistants in California: [www.onetonline.org](http://www.onetonline.org).  
Completion, Placement, and Licensure available on website at [www.riversidesce.org](http://www.riversidesce.org)

## COURSE DESCRIPTION:

This course is designed to train and prepare students for entry-level employment as an assistant to the doctor in an office, clinic or healthcare center. Topics include communication skills, ethics, confidentiality, anatomy, vital signs, assisting with patient exams, pharmacology, medical terminology, metrics, EKG, advanced charting and administration of medication to include injections and venipuncture. Students will meet California state requirements for administering injections, drawing blood, and performing capillary blood collection. In addition, this course also offers training and testing to obtain American Heart Association (AHA) Basic Life Support (BLS) Healthcare Provider CPR certification. **This program prepares students with the skills necessary to successfully pass the National Center for Competency Testing (NCCT) National Certified Medical Assistant (NCMA) exam.**

## ADMISSION REQUIREMENTS:

- Official high school transcript or equivalent.
- Completion of required assessment test.
- Current government-issued photo ID.
- Social Security card or right-to-work documentation.

## PROGRAM REQUIREMENTS:

- Maintain a minimum 76% grade-point average and a 93% attendance rate.
- Basic keyboarding and computer skills to facilitate learning of software.
- Access to a computer or laptop with internet access.
- Fingerprinting and background check may be required.

## INCLUDED IN THE COST OF PROGRAM FEES:

- Textbooks.
- Two uniform sets and one lab coat.
- American Heart Association Basic Life Support (BLS) CPR training and card.
- Internship included in program.
- NCCT Medical Assistant - NCMA exam.