

Butte County ROP Medical Assistant

Program Information Sheet for 2020-2021

Program Description

The Medical Assistant program prepares students for entry level employment in physicians' offices, clinics and other related health care facilities. Medical Assistants help physicians by performing tasks to assist in the treatment and examination of the patient. The Medical Assistant core curriculum includes: career orientation, medical terminology, body structure and function, law and ethics, emergency care, communications and interpersonal skills, community resources and job preparedness. The Medical Assistant clinical curriculum provides students with the technical knowledge required to work in the "back office." Program content includes medical/surgical asepsis, assisting with the physical examination, office surgery, electrocardiographs, administration of medications, basic laboratory skills, assisting with diagnostic and therapeutic procedures and specialized medical practice.

Program Objectives

This program prepares students with the necessary knowledge, skills and experience for entry-level employment as a medical assistant in a doctor's office, medical clinic or health service agency and to sit for the California Certified Medical Assistant (CCMA) exam. Note: This course is approved for federal financial aid.



This program may be for you if you:

- Enjoy helping people
- Like working with your hands
- Are eager to get your career started in less than a year

Application Process: Apply online at cte.bcoe.org

Application acceptance window:	April 3rd - May 15th, 2020	Interviews by appointment on:	June 17-18th, 2020
Orientation notification made by:	May 19th, 2020	Acceptance notification made by:	June 22nd, 2020
Mandatory screening orientation and proficiency test by appointment:	June 1, 2020 (8-11am)	Program Fee due by close of business:	July 6th, 2020
Interview notification made by:	June 5th, 2020	Application available online at:	CTE.bcoe.org



Location

Butte County CTE/ROP
2491 Carmichael Drive, Suite 200, Chico, CA



Prerequisites

- High school diploma or equivalent
- At least 18 years of age
- Ability to read and write at a 10th grade level and perform math at an 8th grade level
- TB clearance – two tests required: 1st test prior to the first day of class, 2nd test assigned by the instructor after classes begin
- Hepatitis B immunization (verification of first immunization or completed series prior to first day of class)



Schedule

- August 11th, 2020 – February 11th, 2021
- Community Classroom begins December 3rd, 2020
- Monday - Thursday: 7:45am to 2:15pm, and Fridays 7:45am-11:45am (schedule may vary during community classroom/clinical training)



Estimated Cost

- Program Fee: **\$4,150** (includes registration, uniform, materials, CPR, 1st Aid, and supply kit)
- Variable Expenses: up to \$770 (TB clearance, Hepatitis B, Influenza immunizations, shoes, study materials and state exam)
- This course is approved for federal financial aid.

Contact us!

Butte County CTE/ROP
2491 Carmichael Drive, Suite 500, Chico CA 95928
530-879-7462 | Email: CTE@bcoe.org | cte.bcoe.org

Our Mission: Deliver high quality career education and employment training that provides students the skills, knowledge and experience that leads to career success.

