

# Certificate in Medical Assisting



## Overview:

The Rhodes State Certificate of Medical Assisting will prepare you as a multi-skilled healthcare professional who is qualified to perform administrative, clinical and laboratory procedures within an outpatient health care environment. We are the only Allied Health profession that teaches both administrative and clinical skills. Most medical assistants work in physician offices – generally day hours and no evenings, weekends or holidays.

## One day a week on campus

- Requires just one day a week (Tuesday) on campus for lab/hands-on learning
- Entire program is about 42 weeks long (begins August 21, 2023 and ends approx. August 2, 2024)

## Online learning and “test out” opportunities to fit your busy schedule

- 75% of the total curriculum offered online or in blended format.
- Consider “test out” options for those areas you are already familiar in such as medical terminology or medical coding.
- Work with coordinator to waive all or part of the 160 externship hours if you have previous medical office experience.

After completion of the certificate, these students are eligible to take the Certified Medical Assistant (CMA) exam offered by the American Association of Medical Assistants (AAMA). **For eight years, Rhodes State has earned a 100% pass rate on the CMA exam.** The certification program of the Certifying Board of the AAMA is accredited by the National Commission for Certifying Agencies (NCCA) and complies with the NCCA Standards for the Accreditation of Certification Programs.

## Highlights:

- Rhodes State College is less expensive than two other area medical assisting programs in the area. The overall cost is \$10,763 which includes tuition, textbooks and other misc. expenses. Other programs range from \$12,400 for certificate program to over \$28,080 for 18-month program.

## Employment:

- According to the U.S. Dept of Labor, Medical assistant job outlook is projected to grow 16% until 2031
- According to OhioMeansJobs.com, there are the following openings within a 30 mile radius of:
  - 30 in Lima
  - 54 in Findlay
  - 126 in Marysville
  - 19 in St. Marys
  - 39 in Sidney

## Starting Salary:

- Full-time medical assistants with CMA (AAMA) certification earn an avg of \$20.76/hour (salary data from O\*NET)



Contact Cheryl Kuck, Program Coordinator  
for more information

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# Medical Assisting Curriculum



Course	Description	Credit Hours
<b>First Year   Fall</b>		
BIO 1000 or BIO 1110	Basic Human Structure and Function or Anatomy and Physiology I	3-4
BHS 1390	Medical Terminology	2
COM 1110	English Composition	3
MAT 1100	Introduction to Medical Assisting	3
MAT 1200	Clinical Medical Assisting I	4
<b>Semester Total</b>		<b>15-16</b>
<b>First Year   Spring</b>		
BHS 1160	Medical Law-Ethics Healthcare	2
MAT 1300	Medical Office Procedures I	3
MAT 1400	Clinical Medical Assisting II	6
MAT 2410	Medical Office Coding	4
<b>Semester Total</b>		<b>15</b>
<b>First Year   Summer</b>		
MAT 2320	Medical Office Procedures II	2
MAT 2310	Healthcare Reimbursement	3
MAT 2510	Medical Assisting Clinical (Practicum)	2
MAT 2520	Capstone for Medical Assisting	2
<b>Semester Total</b>		<b>9</b>
<b>Total Credit Hours</b>		<b>39-40</b>

## Next Steps to get started:

- Attend a Program Briefing (via Zoom) to meet instructors and learn more
- Dates available: July 6, 11, 19 or 24

## Scan to Register:



## Credit for Experience

Program Coordinator will evaluate prior college credit and/or work experience to determine coursework and/or externship hours that may be waived.