State-Approved (Chapter 74)
Program Overview

Medical Assisting

When you walk into a doctor's office, a Medical Assistant may be managing medical records, checking your vitals, or supporting medical or therapeutic procedures.

What Students Learn & Do

Medical Assistants perform the administrative and medical support roles needed to keep doctors' offices running smoothly. Training for this role combines aspects of medical care and the administrative support needs of a busy healthcare office.

Medical training will include checking patient vitals, hearing and vision screenings, instrument sterilization, EKGs, urinalysis, hematology, medications, CPR, first aid, drawing blood, and medication administration. Patient and worker safety standards are emphasized throughout the curriculum. Administrative training includes admission procedures, electronic health records, appointments, billing, and insurance procedures. As they develop their skills, students have opportunities to work in supervised workplaces such as hospitals and doctor's offices.

Graduates of Medical Assisting programs are required to meet the same high academic standards as their peers in other high school programs. These standards are set by the State of Massachusetts. This program also reinforces aspects of science and mathematics, among other areas.

Licenses & Certifications

Programs will prepare students to earn industry-recognized credentials, and typically students will be able to complete one or more before they graduate from high school.

- Certified Clinical Medical Assistant
- Certified Medical Administrative Assistant
- Certified Phlebotomy Technician
- Certified Billing and Coding Specialist
- Patient Care Technician
- Certified Electronic Health Record Specialist
- EKG Technician
- Pharmacy Technician
- Emergency Medical Technician
- Medical Lab Assistant
- MAP Certification
- First Aid/CPR/AED

Options After High School

State-Approved (Chapter 74) programs provide precise training needed for entry-level employment. Here are some possible career opportunities for Medical Assisting graduates.

High School Diploma

- Administrative Medical Assistant
- Clinical Medical Assistant
- Records Management Clerk
- Specimen Processing Technician

Additional Training or Associate Degree

- EKG Technician
- EMT/Paramedic
- Physical Therapy Assistant
- Respiratory Therapy Assistant
- Licensed Practical Nurse
- Ultrasound Technician

Bachelor's Degree (4 Years of College)

- Registered Nurse
- Health Information Management
- Healthcare Administration
- Nutritionist

Advanced Degree

Master's Degree

- Physical Therapist
- Occupational Therapist
- Physician's Assistant

Medical School (MD)

- Doctor

Questions to Ask a Program You Are Considering

1. **What workplace experiences do you offer to students - at school, or with an employer?**
2. **What are some common next steps for graduates of this program and how do you support them to get there?**

Learn about the differences between State-Approved (Chapter 74) and Local programs:
http://www.doe.mass.edu/ccte/cvte/cte-families/state-vs-local.html

MASSACHUSETTS DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

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