

CLINICAL MEDICAL ASSISTANT »

Program overview

The Clinical Medical Assistant Program is designed to prepare students to function as professionals in multiple health care settings. Medical assistants with a clinical background perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an EKG, obtaining laboratory specimens for testing, educating patients and other related tasks. Job opportunities are prevalent with physician's offices, clinics, chiropractor's offices, hospitals and outpatient facilities.

Program details

The purpose of this program is to prepare students to assist physicians by performing functions related to the clinical aspects of a medical office. This course covers the following key areas and topics:

- › Clinical responsibilities of the medical office – assisting the physician with patient related care
- › Preparing patients for examination and treatment, routine procedures and diagnostic testing
- › HIPAA, patient confidentiality, legal aspects of health care and regulatory patient care issues
- › Recording and taking of vital signs, blood pressure and other patient care items related to the physician office visit
- › Review and administration of medications, allergies and other pharmacology related items
- › Laboratory procedures, phlebotomy and the proper techniques required to collect specimens for laboratory analysis
- › Cardiology and the proper placement of leads when taking a 12 lead EKG

Education and certification

- › Clinical medical assistants should have or be pursuing a high school diploma or GED
- › Students who complete this comprehensive course would be prepared to sit for the National Healthcareer Association Certified Clinical Medical Assistant national certification examination
- › This program includes a clinical externship at a local healthcare provider
- › Students must be 18 years or older to sit for certification exams or participate in an externship
- › In addition to facilitating entry-level clinical medical assisting related positions, this course is ideal for students interested in pursuing a future formal certified medical assistant, licensed nursing practitioner or registered nurse

Course topics

- › Responsibilities of the clinical medical assistant and introduction to health care facilities
- › Medical terminology, anatomy and physiology, circulation of the heart and blood vessels
- › Care and safety of patients, medical and legal aspects of care, confidentiality and HIPAA
- › Effective verbal and nonverbal communication, interpersonal skills and human behavior
- › Aseptic techniques, infection prevention, universal precautions, proper use and disposal of biohazards and sharps
- › Documenting patient medical histories, updating patient medical files, vital signs and documentation
- › Applying sterile dressings, preparing patients for X-rays, performing various injections, administering oral medications, instructing patients on the proper usage of medications
- › Phlebotomy, venipunctures and capillary sampling, collecting specimens and point of care testing
- › Performing 12 lead EKGs and EKG strip analysis (P,Q,R,S,T wave form)



Note: This program is designed to prepare students for a career as a clinical medical assistant. Drury University course credits are not awarded.

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