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SCHOOL of ALLIED HEALTH SCIENCES



Associate of Science in Medical Assisting Program

Program Overview

The Medical Assisting Program offers instruction in first aid, law and ethics, EKG, phlebotomy, and medical business practices. Students will also receive hands-on training in a medical clinical settings which will prepare them for an entry level medical assisting position.

Upon completion of the program, graduates are eligible to sit for the National Center for Competency Testing (NCCT) national certification examination.

Medical Assistant Duties

An entry-level position may include the following duties:

- Assisting the Physician during examinations, and other procedures as needed.
- Creating and maintaining patient medical records
- Recording vital signs and medical histories
- Scheduling appointments
- Asepsis and infection control
- Front office duties

Tuition: \$12,480.00

Admissions Requirements

All prerequisite requirements must be completed prior to applying to the program.

All applicants must successfully complete the following courses with a grade of "C" or better. Courses must be college level and a minimum of 3 semester units or 4 quarter units. KPSAHS does not accept pre-requisite courses taken as pass/fail, credit/no credit.

Required Prerequisites:

- Written Communication
- Arts/Humanities (any course in these disciplines)
- Intermediate Algebra or higher

For additional information contact Admissions at: admissions@kpsahs.edu or you may call us at **510-231-5123**.

Note: All foreign diplomas and transcripts must include a notarized translation in English and must be evaluated by an approved NACES foreign transcript agency prior to submission.

The Kaiser Permanente School of Allied Health Sciences is accredited by the WASC Senior College and University Commission (WSCUC).