

CALIFORNIA SOUTH BAY UNIVERSITY

PROFESSIONAL MEDICAL ASSISTANT

READY TO JUMP START YOUR CAREER IN MEDICAL FIELD? REGISTER TODAY!! Call us at 408-400-9008

MEDICAL ASSISTANT

This program will provide students with basic knowledge of how to receive patients, take vital signs, and record medical history. This program will also train student by hands-on practices of giving immunization, take EKGs, draw blood, and experiments in the testing labs. Modules will include: Patient Care and Communication, Clinical Assisting and Pharmacology, Medical Insurance, Bookkeeping, and Health Sciences, Cardiopulmonary and Electrocardiography, Laboratory Procedures, Endocrinology and Reproduction, Medical Law, Ethics, and Psychology.

Length of the program: 720 hours

ADMINISTRATIVE MEDICAL ASSISTANT

Students will gain the comprehensive knowledge of records management, medical coding, accounting, filing procedures and customer service in the medical field. Specifically, modules will cover knowledge of proper techniques for greeting patients, answering telephones, scheduling appointments and surgeries, updating medical records, and how to handle all types of correspondence. The courses will also cover medical terminology for administrative assisting, medical billing technology and electronic health records.

Length of the program: 360 hours

Financial Assistance

- Installment Plan
- Attractive Scholarships Available
- EDD approved as Training Provider



CALIFORNIA SOUTH BAY UNIVERSITY

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"I really enjoy CSBU MA program. Teacher here has an excellent teaching method, makes classes fun and I still learn from it. It is a really complete course with many very good resources in my learning process."

-Yvonne, Medical Assistant program-