

Medical Assistant Program/CCMA Certification (Noncredit)

March 14, 2022 – January 26, 2023

Total Program Cost: \$5,740 • 496 Total Program Hours

Get a jumpstart on YOUR Medical Assisting career with this comprehensive, fast-paced program. The program includes 336 hours of classroom/lab instruction and concludes with a 120-hour, unpaid clinical/externship experience, and prepares you to take the National Healthcareer Association's Certified Clinical Medical Assistant (CCMA) certification exam, an industry-recognized certification. (Exam cost is included in tuition.)

(Once you are certified and working in the healthcare field, you may pursue HACC's Health Science Associate in Applied Science degree and be awarded up to 30 credits toward the 61-credit program upon enrollment!)

Full- and part-time classes are held at the Harrisburg/Midtown 1 Center. Additional classes held at other HACC campuses.

The part-time, evening program can be completed in approximately 10 months (depending upon clinical site availability) attending class 3 evenings a week (and in some cases on Saturdays) and the full-time, day program can be completed in approximately 5 months attending classes four days a week.

PROGRAM REQUIREMENTS

Program admission criteria include:

- Interview with Healthcare Education/Workforce Development staff member
- 18 years of age and high school diploma or GED
- Satisfactory criminal background checks completed within 1 year prior to start of the clinical/externship experience (both the PA State Police Criminal History Report (\$22) and FBI Criminal Background Report (\$22.50), as well as the PA Child Abuse History Record (\$13) are required)
- Current CPR/Basic Life Support certification (approx. \$65) (must be valid through the end of the clinical/externship).

Health-related requirements must be completed within 1 year prior to the end of the clinical/externship experience (unless otherwise noted) and include:

- Physical examination
- Proof of current immunizations (or titers)
- 2-step PPD (Mantoux)
- Influenza vaccine (if clinicals are between Oct. & March)
- 10-panel urine drug screen (approx. \$50) (no later than 6 months prior to the end of the clinical/externship)
- See note below regarding COVID-19 immunizations

PROGRAM CURRICULUM

- Introduction to Healthcare
- Medical Terminology and Disease Introduction
- Anatomy and Physiology
- Medical Office Operations
- Communication/Law and Ethics/Professionalism
- Medical Laboratories I and II
- Clinical Practices I and II
- Health Insurance/Coding/Electronic Health Records
- Medical Assisting Clinical/Externship

What are the requirements for the clinical/externship experience?

Health-related requirements must be completed no more than six (6) months prior to the start of the clinical/externship experience. In addition to the above criminal background checks, child abuse report and CPR certification, you will need the following:

- Physical examination
- Proof of current immunizations (or titers, if no documentation can be produced) (Cost will vary if titers are needed)
- 2-step PPD (Mantoux)
- Influenza vaccine (if clinicals are between Oct. & March)
- 10-panel urine drug screen (Please note that urine drug screen results positive for any substance will prevent the student from completing the program (even with a physician's note).) **NOTE: Drug screen must be performed no later than 6 months prior to the end of the clinical/externship. For drug screens performed after the start of the program: Any positive results may prevent the student from attending clinicals and completing the program. In these cases, there is no refund of tuition so if there is any possibility of a positive result, student may wish to have a preliminary drug screen before starting the program.**

(NOTE: The above clinical requirements are at the expense of the student and cost depends upon the provider of the services and student's insurance coverage. (Estimated out-of-pocket expense could range from \$150-\$300. These are strictly estimates to give prospective students an idea of cost – HACC is unable to provide exact costs.)

Are there any other out-of-pocket expenses?

- Textbooks (estimated at \$450 but may be less expensive if purchased through Amazon)
- Watch with second hand (approx. \$15) (Smart watches are NOT permitted during classroom and lab)
- Stethoscope (approx. \$30)
- Scrub tops, pants, and jacket (if necessary) for classroom/lab and clinical/externship (Scrub tops, pants and jacket (if necessary) must be solid burgundy/maroon (not eggplant/purple. No printed scrubs. (Recommend purchasing two sets of tops/pants) (approx. \$20 per top and per pant).)
- Lab jacket or professional cardigans (white or burgundy/maroon) permitted as are long sleeved white t-shirts under scrubs if student is cold during class, lab, or clinical. NO HOODIES, FLEECE WEAR, or SWEATSHIRTS OF ANY KIND ARE PERMITTED.
- Closed toe and heel; all leather or vinyl nurse-quality shoes, white or black (Leather sneakers are acceptable; no Crocs). Shoes cannot have mesh inserts to protect student's feet from injury or bodily fluid contamination. (approx. \$50)

The next part-time Medical Assisting Program/CCMA Certification class is being offered:

March 14, 2022 – January 26, 2023

Monday, Tuesday & Thursday, 5:30pm-9:30pm

AT HACC's HARRISBURG MIDTOWN 1 CENTER and remote classes via Zoom!

With the ever-changing COVID-19 situation, we need to make all prospective students aware that our clinical sites may change their policy and require all visitors/students to their facilities to be fully COVID vaccinated. At present, the clinical sites we use do not require the COVID vaccine, but that could change at any time, and if it does, you will need to show proof of full vaccination status or you may be unable to complete the program

Email nchealth@hacc.edu or call 717-221-1727 or 717-221-1354 if you have additional questions.

HACC reserves the right to revise the curriculum at any time to align with industry requirements.