

MEDICAL ASSISTING

Health Information Management introduces students to multiple healthcare clinical and administrative career opportunities. Students will be able and prepared to enter the healthcare industry right out of high school working as a Certified Medical Assistant, with work-based learning opportunities possible even before graduation. This program allows you to prepare for working in medical offices or hospital settings, working closely with physicians and other Nursing staff. You will learn medical terminology and clinical skills, such as giving injections and vitals, assisting with minor surgeries, and using and maintaining electronic health records, which are vital for employment in healthcare in today's job market.

Admission

- ✓ Completion of sophomore year of high school
- ✓ 2 Units of English
- ✓ 2 Units of Science
- ✓ 2 Units of Math
- ✓ 2 Units of Social Studies
- ✓ 1 Unit of Health & Physical Education

Opportunities

- ✓ Early Job Placement
- ✓ College Credit Plus
- ✓ HOSA - Health Occupations Students of America

Vantage Career Center

419.238.5411 x2126
818 N Franklin St, Van Wert,
OH 45891

<https://www.vantagecareercenter.com/HealthInfoManage.aspx>

GET THE **EDGE**



Focus

Skills students learn and explore while in this program include:

- ✓ Clinical Patient Care
- ✓ Medical Terminology
- ✓ Vital Signs
- ✓ Assisting with minor surgery
- ✓ Phlebotomy Skills
- ✓ Patient Intake and patient histories
- ✓ Health Insurance including submitting claims
- ✓ Medical Billing and Coding
- ✓ Electronic Health Care Records and Records Management
- ✓ Medical Law including HIPPA and Ethics
- ✓ Management and Human Resource Skills
- ✓ Administrative skills including 10 key calculator

Certifications

- ✓ NHA - Certified Medical Assistant (12pt)
- ✓ AHA CPR/FIRST AID
- ✓ OSHA 10 Hour General Industry (Healthcare)
- ✓ American College of Surgeons - Stop the Bleed Certification
- ✓ HIPAA Certification
- ✓ Medical Terminology - CTAG
- ✓ Health Information Technology - CTAG
- ✓ Patient Centered Care
- ✓ NHA Phlebotomy (12 pts)

Career Advanced Placement

Seniors who meet the qualifications may choose to go on early placement their senior year. Students gain valuable skills and experience in the Career Advanced Placement (CAP) Program while working in a job in their career field, earning a wage and a grade.



Scan for more Information

Designed By: Ella Burkhart
Senior Interactive Media Student

