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# WHERE FUTURE CAREERS BEGIN

- ▶ **MEDICAL ASSISTANT**  
8 MONTH DIPLOMA PROGRAM
- ▶ **ADMINISTRATIVE MEDICAL ASSISTANT**  
8 MONTH DIPLOMA PROGRAM
- ▶ **ELECTROCARDIOGRAM TECHNICIAN**  
3 WEEK PROGRAM

**CALL US:** 619.596.2766  
**TOLL FREE:** 1.800.720.2125  
**EMAIL US:** [contactus@advancedtraining.edu](mailto:contactus@advancedtraining.edu)

**COME TOUR OUR CAMPUS:**  
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- ▶ **APPROVED FOR VETERANS BENEFITS AND MILITARY ASSISTANCE**
- ▶ **NATIONALLY ACCREDITED**  
BY COUNCIL ON OCCUPATIONAL EDUCATION
- ▶ **2015 STEM JOBS<sup>SM</sup> APPROVED COLLEGE**  
ALIGNED PROGRAMS FOR STEM CAREERS
- ▶ **CAREER SERVICES**  
FOR ALL GRADUATES
- ▶ **FINANCIAL AID AVAILABLE**  
FOR THOSE WHO QUALIFY
- ▶ **TUITION**  
AFFORDABLE AND COMPETITIVE TUITON





## MEDICAL ASSISTANT

8 MONTH DIPLOMA PROGRAM

COST OF THE PROGRAM  
**\$11,990.00 Tuition**  
**\$100.00 Fees**

The eight month Medical Assistant program is designed to prepare students for entry level employment in a variety of medical settings, such as physician's offices and medical clinics. The content of the program provides students with specialized training in industry-current clinical, laboratory and administrative procedures. Hands on training and a one month externship prepares medical assistants for a new exciting career.

**Typical job titles for Medical Assistants entering the field:**

*Medical Assistant, Clinical Medical Assistant, Administrative Medical Assistant, Medical Secretary, Medical Receptionist, Patient Care Technician.*

*Successful completion of this Medical Assistant course will lead to credit towards our Medical Assistant Associate of Applied Science Degree program.*

▶ **NCMA**

NATIONALLY CERTIFIED MEDICAL ASSISTANT

Can be taken after successful completion of Medical Assistant diploma program.



**81%**

**MEDICAL ASSISTANT  
CAREER PLACEMENT RATE**

Council on Occupational Education Annual Report

**92%**

**MEDICAL ASSISTANT  
GRADUATION RATE**

Council on Occupational Education Annual Report

Visit [www.advancedtraining.edu](http://www.advancedtraining.edu) for current career placement and graduation rates.

## ADMINISTRATIVE MEDICAL ASSISTANT

8 MONTH DIPLOMA PROGRAM

COST OF THE PROGRAM  
**\$11,990.00 Tuition**  
**\$100.00 Fees**

The Advanced Training Administrative Medical Assistant course has been designed to prepare students for entry-level employment in a medical front office, hospital office setting, or medical insurance company. The course includes extensive Electronic Health Records training, medical coding and billing and administrative procedures.

*Typical job titles for Administrative Medical Assistants entering the field would be: Medical Secretary, Medical receptionist, Medical Insurance Biller and Health Information Technician.*

▶ **NCMOA**

NATIONALLY CERTIFIED MEDICAL OFFICE ASSISTANT

Can be taken after successful completion of Administrative Medical Assistant diploma program.

## ELECTROCARDIOGRAM TECHNICIAN

3 WEEK PROGRAM

COST OF THE PROGRAM  
**\$800.00 Tuition**  
**\$100.00 Fees**

This course prepares individuals, under the supervision of physicians and nurses, to administer EKG and ECG diagnostic examinations and report results to the treatment team. Includes instruction in basic anatomy and physiology, the cardiovascular system, medical terminology, cardiovascular medications and effects, patient care, EKG and ECG administration, equipment operation and maintenance, interpretation of cardiac rhythm, patient record management, and professional standards and ethics. Upon completion of this course, students will be eligible to take the national certification exam.

▶ **PREREQUISITE REQUIRED FOR ELECTROCARDIOGRAM TECHNICIAN:**

*Due to the difficulty and speed of this course, the Medical Assistant program must be completed prior to enrollment. Programs from other colleges or prior medical experience may be used to fulfill the prereq with approval from the admissions department.*

▶ **NCET**

NATIONALLY CERTIFIED ELECTROCARDIOGRAM TECHNICIAN

Can be taken after successful completion of Electrocardiogram Technician program.