



JOB TRAIN



Medical Assistant Training Program at Goodwill

★ Hands-on administration/clinical experience and patient care

- ▶ Medical Terminology
- ▶ Anatomy and physiology
- ▶ 160 hrs externship
- ▶ Preparation for Profession Industry Certification:
CCBMA-California Certifying Board for Medical Assistants
NCCT-National Certification Of Competency Testing
- ▶ Over **85%** of MA students get placed in jobs after their
training is complete
- ▶ MA graduates earn **\$22** per hour on average
- ▶ Injections
- ▶ Vital Signs

★ Medical Assistant Certification

- ▶ CPR Basic Life Support - American Heart Association

*JobTrain is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.*

Class Starts
March 30, 2020

Classes run for 18 weeks
+ 160 hrs of externship

Monday - Thursday
8:30 am-12:30 pm



For more information
visit our website at:

www.jobtrainworks.org

or contact us
(650) 330-6490

Register Now Online at

www.jobtrainworks.org

or

www.goodwillsv.org



Medical Assistant Training Program (Goodwill SV, San Jose)

Start Date: Please contact front desk staff at (650) 330-6429 or visit our website at www.jobtrainworks.org .

Location: 1080 N. Seventh St. San Jose, CA 95112

Length of Training: 4 modules (18 weeks/324 hours) + Externship (4 weeks/160 hours).

Module 1	Introduction to MA profession, medical laws and ethics, communication skills, patient history and examination, and treatment areas
Module 2	Patient education, scheduling and financial management, intro to billing and coding.
Module 3	Clinical skills and assisting in specialty examinations
Module 4	Assisting with minor surgery, orientation to the lab, sterilization techniques, microbiology and diseases, physical therapy and nutrition.
Externship(*required) 4 weeks/160 hours	Clinical externship training at a designated medical facility, placement is

*Participation in the required externship will be based on successful completion of the first four modules of the class and on instructor's recommendations. **Successful completion of the externship will be required to obtain a Certification of Achievement for the Medical Assisting training program.**

Class Schedule: Monday – Thursday, 8:30 a.m. - 1:00

p.m. **Admission and class requirements:**

- Must be 18 years or older.
- Attend JobTrain's orientation.
- Assessment: Math and English, with score of at least 9th grade level in reading.
- Must be eligible to work in the USA.
- Must not have any adult criminal convictions or any pending charges of any court or have a proof of expungement or dismissal of conviction. A background check is required and will be done during the first week of the class.
- HS Diploma/ Equivalent or HSE in progress.
- Ability to stand for 6 hours and lift 25 lbs.
- Updated immunization including: 2 steps TB test or Quantiferon, Hepatitis B, MMR, Tdap, Varicella, Flu , and a complete physical examination in order to qualify for participation in an externship training.
- Must be drug and alcohol free to qualify for employment opportunities in the industry (A 10 panel drug test may be required for externship placement).

Career opportunities:

- Medical and dental offices
- Optometrist offices
- Wellness centers
- Surgical centers and outpatient facilities.

Tuition and Fees: The total tuition and fees for this course are \$6,200. JobTrain works to find every way possible so that none of the costs are passed on to students enrolled in our programs. All costs are covered or waived for individual eligible JobTrain participants.

For the medical Assistant class, a small \$25.00 refundable deposit is requested for the text book and flash drive with the required curriculum. This deposit is fully refunded when the text book and flash drive are returned.

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