



12-week Medical Assistant Training Program

Certified Clinical Medical Assistant (CCMA)

Jump-start a new career by enrolling in PDI's **Certified Clinical Medical Assistant (CCMA)** training program. The accelerated, 12-week curriculum is designed to help students successfully pass the **National Healthcareer Association** exam and to become a **Certified Clinical Medical Assistant**.

What Is A Medical Assistant?

A trained medical assistant may be tasked with routine duties such as conducting patient intake, logging vital statistics, preparing exam rooms, cleaning and sterilizing medical equipment, as well as administering injections, and performing venipuncture and other routine testing procedures.

About This Program

Programs are held in Fort Worth and Frisco each spring and fall. Price is \$4,285 and includes materials, instruction, labs, and the Externship. Participants may take the CCMA test as part of the included tuition. Payment plans are available. Students meet Tuesdays from 6 p.m. to 9 p.m., and Saturdays from 9 a.m. to 2 p.m. for theoretical and practical training and hands-on experience. Students will complete a total of 96 classroom hours and an additional, 80-hour Externship.

Students will be eligible to take certification exams as a **Certified Phlebotomy Technician (CPT)** and **EKG Technician (CET)** after completing the course.

Instructor

Rebecca Hernandez holds a Medical Assistant Certification from C-Tech Vocational School in Yuba, CA. She works for Texas Health MedSynergies, LLC, as a medical assistant. She has worked for several other healthcare offices in Texas and California and is proficient in several different scheduling softwares and MS Office. She also has a background in medical record management, phlebotomy, EKG and other administrative skills.

About the Externship

Upon completion of the classroom portion of the program, students will be assisted in finding placement in a medical office for a valuable, hands-on experience in the field of study. A certificate of completion from the **Professional Development Institute of the University of North Texas** will be issued upon completion of the Externship.

Eligibility and Program Details

Students must be a high school graduate or have a General Education Diploma (GED). In addition, students may not have a felony or misdemeanor related to the sale of drugs. Minor issues including traffic violations must be cleared up prior to the Externship. A vaccination history is required.

Contact Information

Tami Russell, Program Manager
trussell@pdi.org • Phone: 940.565.3353 • Fax: 940.565.3362
2301 Hinkle Drive, Denton, TX 76201

PDI Professional
Development
Institute
UNIVERSITY OF NORTH TEXAS™

Since 1973, the Professional Development Institute of the University of North Texas has provided education, information and training to more than 500,000 professionals.

certificate.pdi.org
866.374.0876