

CAREER TECHNICAL EDUCATION



# Medical Assisting



Silicon Valley Career Technical Education

# Medical Assisting (UC “g”)

**Learn back office medical procedures. Topics include medical terminology, anatomy and physiology, lab procedures. Clinical training in hospitals, clinics, and doctors’ offices is available. The class focuses on academic, technical skills, and employability practices. Students will develop personal and professional skills in the classroom that will transfer to the workplace:**

- Time management and organization
- Interpersonal skills
- Work with a variety of technology
- Creative thinking and problem solving
- Job search skills including: resume, job applications and effective interview skills
- Essentials of Fire Department Customer Service

## CLASS BENEFITS

- 20-30 high school credits earned per year
- Develop skills leading to a highly paid, high demand job

## UNIVERSITY MAJORS & DEGREES (BA OR BS)

- AA or AS in Biology, Chemistry, Nursing, Medical Assisting, Pharmacy
- BA or BS in Biology, Chemistry, Nursing, Pre-Med

## CERTIFICATIONS EARNED WITHIN THE CLASS

- Class completion certificate
- CPR & AED with successful completion of training

## JOB OPPORTUNITIES UPON COMPLETION

- Medical Assistant
- Chiropractic Assistant
- Podiatric Assistant
- Hospital Admitting Clerk
- Outpatient Admitting Clerk
- Unit Clerk
- Home Health Aides



Schedule your visit: [svcte.org/campus-tour](https://svcte.org/campus-tour)

JS Rev 1-31-18

## Meet your future, head on.



**Silicon Valley**  
Career Technical Education

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**A MetroED School**



The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, ethnic group identification, age, religion, marital, pregnancy, or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.