

# THE FOUNDATION FOR YOUR FUTURE.

**Our mission is** to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

## WHO WE ARE

Established in 1976, Frontier Community College is a 55-acre campus located in Fairfield, Illinois. FCC serves Wayne, Clay, Edwards, Lawrence, and Jasper Counties. Transfer degrees are available, as well as Career and Technical Education (CTE) programs.



Class sizes are small and provide students with personalized learning from instructors. Our faculty and staff are available to provide customized support. Students will earn a quality education at an affordable rate.

Prepare yourself for the rapidly-growing workforce by enrolling in a CTE program at Frontier Community College, which was ranked a Top 25 Two-Year Trade School in America (Forbes, 2018).

Students will learn from instructors with many years of field experience, and the latest tools and technologies will be incorporated into the classroom. Multiple programs include internships, which allow students to gain hands-on, real-world experience.



**VISIT US**  
2 Frontier Drive  
Fairfield, IL 62837

**GIVE US A CALL**  
618.842.3711

**VISIT OUR WEBSITE**  
[iecc.edu/fcc](http://iecc.edu/fcc)

**CONNECT WITH US**



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03/20

# CERTIFIED **MEDICAL** ASSISTANT



**FRONTIER**  
COMMUNITY COLLEGE

an Illinois Eastern Community College





# JOIN THE HEALTHCARE WORLD

The Certified Medical Assistant (CMA) program trains students to perform a variety of clerical duties and assist with clinical situations in a health-related setting. Students in this program will develop an in-depth knowledge of conceptual, professional, and medical skills.

## SKILLS FOR THE JOB

Students will learn the essential job duties of managing patient records, processing insurance forms, and maintaining financial records. Clinical duties will include taking vitals, collecting and preparing specimens, and assisting with first aid.

## EXPERIENTIAL LEARNING

To gain hands-on training and prepare for a career, students will complete an internship while enrolled in the program. Internships are completed at local hospitals and clinics and provide an interactive learning experience.

# HANDS-ON CURRICULUM

COURSE	CLASS TITLE	CREDITS
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### First Semester

BOC 2210	Office Seminar I	1
HEA 1225	Intro to Medical Terminology <i>OR</i>	
HIM 1207	CEMRS Medical Terminology	3
HEA 2267	Intro to ICD-10-CM	4
MTH 1203	Medical Assisting Math	2
SPE 1111	Interpersonal Communications	3
LSC 2265	Medical Assisting Anatomy	3

### Second Semester

BOC 2260	Medical Front Office	3
ENG 1111	Composition I <i>OR</i>	
ENG 1201	Communications	3
HEA 1208	Clinical Procedures	3
HEA 1210	Medical Assist Pharmacology	2
PHI 2141	Ethics in the Medical Community	3
PSY 1101	General Psychology I	3

### Summer Semester

HEA 2298	Internship	6
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### Third Semester

ACC 1101	Applied Accounting	4
HEA 1209	HIPAA for Allied Health	1
HEA 2268	ICD-10-CM/Medical Office	4
HEA 2270	Applied Legal Concepts/Medical	3
HEA 2271	Medical Funding Applications	3

### Fourth Semester

ENG 1212	Technical Writing	3
HEA 2269	ICD-10-CM/Health Agencies	4
HEA 2272	Medical Data Management	3
LSC 1101	General Biology I	4
LSC 2114	Intro to Human Pathophysiology <i>OR</i>	
HIM 1205	HIM Intro to Human Pathophysiology	3

### Total Credit Hours

71

*A 39-credit Medical Assistant certificate is also available. Visit [iecc.edu/fcc](http://iecc.edu/fcc) for more information.*



# GROWING OPPORTUNITIES

CMA's may find careers in doctor's offices, clinics, and other healthcare facilities. According to the Bureau of Labor Statistics, the job outlook is projected to grow 23 percent by 2028, which is much faster than the average job growth. The median pay for CMA's is \$33,610 per year.

## EARNING YOUR CERTIFICATION

Upon completion of the degree, graduates can take the CCMA/CMAA exam through the National Healthcareer Association. Students will also be eligible to sit for the Certified Phlebotomy Technician and Certified EKG Technician tests.

## LEARN MORE OR REGISTER TODAY

For more information about the Certified Medical Assistant program, call Frontier Community College at (618) 842-3711, or visit our website at [iecc.edu/fcc](http://iecc.edu/fcc).