As a Medical Assistant, you’ll have your finger on the pulse of the medical field. Medical Assistants are multi-skilled health professionals who assist physicians in performing a broad range of administrative and clinical duties. The many different roles in this profession assure a fast moving and challenging career. Medical Assistants must have highly developed people skills, and be familiar with many of the administrative tasks that go into running a medical practice or clinic.

Program Description
The objective of this program is to provide graduates with the skills and knowledge that will enable them to qualify for entry-level positions as Medical Assistants. The emphasis on administrative and clinical skills includes instruction in medical terminology, medical insurance billing, medical office procedures, medical clinical procedures, as well as instruction in basic anatomy and physiology, and pharmacology. The graduate will have a well-rounded skill set to present to potential employers. An externship provides the student with valuable work experience using the hands-on skills learned in the classroom.

Employment Outlook
According to the Bureau of Labor Statistics, the occupation of Medical Assistant is projected to grow much faster than average of all occupations through 2020 — an employment increase of 31%.

*These national statistics are not geographically assigned. For more information, please see IBMC’s Career Services Department.

Career Potential
Medical Assistants are employed by/may work as: medical assistants, hospitals, clinical assistants, receptionists, insurance companies, medical secretaries, surgery schedulers, transcriptionists, healthcare offices, and medical records.