



- Fort Collins
- Greeley
- Longmont

ibmc.edu



Diploma

CLINICAL MEDICAL ASSISTING

Program available at all IBMC campuses

As a Clinical 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 Objective

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 is on clinical skills including 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 / Career Potential

- Much faster than the average of all occupations through 2026 — **an employment increase of 29%.***
- Medical Assistants are employed by/may work as: medical assistants, clinical assistants, receptionists, insurance companies, medical secretaries, surgery schedulers, transcriptionists, healthcare offices, and medical records.

*U.S. Bureau of Labor Statistics Occupational Outlook Handbook: Medical Assistants. For more information, please see IBMC's Career Services Department.

→ Course Area / Minimum Credit Hours

MEDICAL SKILLS / 39

- (3) MAP120.1 Basic Principles of the Medical Office
- (3) MAP145 Pharmacology
- (3) MAP150 Introduction to Healthcare
- (3) MAP151 Fundamentals of Clinical Assisting
- (3) MAP152.1 Clinical Assisting: Reproduction & Lifespan Specialities
- (3) MAP153.1 Clinical Assisting: Minor Surgery & Health Promotion
- (3) MAP154 Clinical Assisting: Cardiology & Medical Specialties
- (3) MAP155 Laboratory Techniques I
- (2) MAP201 Clinical Skills & Exam Review
- (5) MAP210 Externship
- (4) MTA111 Medical Terminology & Anatomy Basics I
- (4) MTA112 Medical Terminology & Anatomy Basics II

BUSINESS SKILLS / 8

- (4) CMS111 Career Marketing Strategies
- (4) PSY107 Psychology of Success

TOTAL CREDITS / 47

TOTAL WEEKS / 40

Instructor/Student Ratio:

- Theory class: 1 instructor per 30 students
- Lab class: 1 instructor per 16 students