



Workforce Investment Act Eligible Training Program

Provider Name: Health Training Center

Contract #: 4050-16

Address:
358 Broadway
Cambridge MA 02139

Address if program is held at a another site:
Fisher College
451 Elm Street
North Attleboro, MA 02760

Program Name: Medical Assistant Certificate

Office use only: ONET CODE 31-9092

CONTACT INFORMATION

Program Contact Person: Gale Mahan Phone: 617-868-2111 x101 Fax: 617-868-1994
Email: gmahan@healthtrainingcen Website: www.healthtrainingcenter.com

Course Outline/Topics to be Covered

Students will learn how to assist Dr's and nurses in and around a doctor's exam room and at patients bedside in a hospital. You will take Clinical Medical Assisting Techniques, Phlebotomy, EKG, Medical Terminology and Practicum courses. See website for more details. You will be immediately eligible for National Registration as a Medical Assistant without more tests.

Required academic grade levels to enter program

Reading Grade Level 10th Grade
Math Grade Level N/A
English Proficiency 10th Grade

Required to enter training program

Physical Yes No
Vaccinations Yes No
Drug test Yes No
BCI Yes No
License Yes No
Tools Yes No
Experience Yes No
Other :

MAY be required for employment

Physical Yes No
Vaccinations Yes No
Drug test Yes No
BCI Yes No
Certification Yes No
License Yes No
Tools Yes No
Experience Yes No
Other :

Participants will be qualified to seek employment in the following occupations:

- 1) Medical Assistant
- 2) Keg Technician
- 3) Phlebotomy
- 4) Cardio-Phlebotomy

Is this program Pell grant eligible? Yes No

PROGRAM COSTS:

TUITION INCLUDES:	
Tuition	\$5,076.00
Fees	\$316.00
Books	\$351.00
Licensing	
Certificate fees	\$150.00
Other, provide explanation	-\$243.00
Total Tuition Cost	\$5,650.00

These are expenses that MAY be reimbursed after successful completion of training.			
<i>Please indicate Yes, No or enter the amount</i>			
	YES	NO	AMOUNT
Books	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Certification	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$150.00
Tools	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Uniforms	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	\$35.00
Travel	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Miscellaneous	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Total			\$185.00

Participant is responsible for :	
Prerequisites	
Memberships	
Fee if program not completed	\$50.00
Cost above tuition cap	\$150.00
Expenses that MAY be reimbursed	\$185.00
Total	\$385.00

Maximum ITA Responsibility (Max. \$5500)

\$5,500.00

PROGRAM LENGTH
Weeks and Hours and Additional Information
23 hours a week for 15 weeks plus 4 weeks at 40 hours a week. Scholarship \$243 automatically deducted from tuition cost.

What type of certificate will be awarded and by whom?

National Certification through RMA ; Certificate of Completion by HTC and VA Approved Program