

The Medical Assistant Program will cross-train you in both administration and clinical services. This means that you have even more skills which make you even more marketable to employers, and setting you apart.



PNWBOCES
 PUTNAM | NORTHERN WESTCHESTER
Service and Innovation Through Partnership

**For further information,
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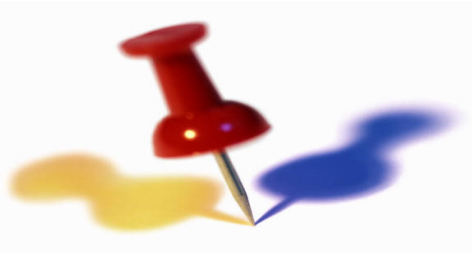
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**TECH
 CENTER**





IN DEMAND

Medical Assistants

Are one of the nation's fastest growing occupations according to the USBLS.

This growth is attributed to:

- Predicted increase in physicians' offices and outpatient care facilities
- Technological advancements
- Growing number of elderly Americans

AREAS OF STUDY

Anatomy and Physiology

Clinical Duties

Taking Medical Histories

Vital Signs

The Physical Exam

Taking ECG/EKGs

Assisting Physician

Administrative Studies

Medical Records

Scheduling

Medical Insurance

Medical Billing



Medical Assistants

are the most **versatile** allied health professionals.

Medical Assistants are **cross-trained** to perform clinical and administrative duties.

