

## Healthcare Opportunities

Medical Assisting is one of the fastest growing occupations in the nation. Answer the following questions to see if the medical field might be right for you:

- ◆ Do you like people?
- ◆ Do you like to learn new skills?
- ◆ Can you remain calm in an emergency?
- ◆ Are you a good listener?
- ◆ Are you empathetic?
- ◆ Do you have a sense of humor?

If you answered yes to most or all of these questions, then you might want to prepare for a career in the medical field.

Opportunities for employment include:

- ◆ The Physician's Office
- ◆ Hospitals and Clinics
- ◆ Insurance companies
- ◆ Home Health Agencies
- ◆ Laboratories
- ◆ Assisted Living Complexes

*Waterford Continuing Education offers three medical certificate programs to help students gain the skills necessary to function in the ever-changing health care field.*

*High school credits may also be earned while working toward the class and program certificates.*

## Medical Assistant Clinical

### Coursework

Medical Terminology I  
Medical Terminology II  
Medical Office Procedures Clinical I  
Medical Office Procedures Clinical II  
Pharmacology & Nutrition  
Medical Law & Ethics  
EKG/First Aid/CPR  
Computer Applications

## Phlebotomy

This class equips you with the basic skills and knowledge needed to succeed in this high-demand, specialty area.

## Medical Assistant Administrative/ Insurance Coding & Billing

### Coursework

Medical Terminology I  
Medical Terminology II  
Medical Office Procedures Administrative  
Medical Law and Ethics  
Insurance Coding & Billing  
Computer Applications

