



START HERE FOR A GREAT CAREER

**High Desert**  
Medical College  
a Legacy Education Institution

*Hands-On Career Training  
for the Real World*

## CLINICAL MEDICAL ASSISTING DIPLOMA PROGRAM

If you love helping people, enjoy working with a team, medical assisting could be for you. The Clinical Medical Assisting program at High Desert Medical College (HDMC) is a great place to begin and you can complete our diploma program in less than a year. HDMC ensures you are ready to enter the job market with a program involving classroom theory lab procedures and externship. Our Clinical Medical Assisting students are prepared for national certifications, gain experience with Electronic Health Records, ICD-10 Medical Billing and Coding as well as venipunctures and EKG's.

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Total Weeks in Program: 34 Weeks - Morning/Afternoon | 42 Weeks - Evening

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Semester Credit Hours: 36.03 | Financial Aid Credits: 24

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Classroom: 600 Hours | Clinical Externship: 160 Hours | Homework: 150 Hours

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Total Clock Hours: 910

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### Career Highlights & Opportunity

As a Clinical Medical Assistant, you will perform administrative and clinical tasks to support medical offices by keeping them running smoothly. Tasks include maintaining patient records, completing insurance forms, scheduling appointments, billing and bookkeeping. Clinical tasks include recording vital signs, interaction with patients during examinations, collecting lab work and preparing patients for procedures.

The U.S. Bureau of Labor Statistics ranks Clinical Medical Assistants among the fastest growing occupations over the 2016-2026 decade. Employment is projected to grow 29% – much faster than the average job ranking. As of 2016, Clinical Medical Assistants held about 634,400 jobs with career opportunities in hospitals, physicians' offices and long-term facilities.

### Accreditation & Approval

Accreditation and approval guarantees students, faculty and the public that the programs at HDMC meet objective and rigorous third-party standards of educational practices. Our institution is also Accredited by ACCET (Accrediting Council for Continuing Education and Training) and Approved by BPPE (Bureau for Private Postsecondary Education).

### Clinical Medical Assisting Program Courses Include:

- + Introduction to Allied Health
- + Medical Office Administration
- + Clinical Administration
- + Career Development

## Why HDMC?

High Desert Medical College provides hands-on, comprehensive training that prepares you for a career in a broad scope of opportunities to give you better job options in the future. We offer day and night classes so that you can complete your program around your lifestyle. HDMC staff is qualified and caring with a focus on helping you to succeed providing real tools to thrive in your next work environment. High Desert Medical College provides job placement assistance to all qualified graduates. The college makes no claims guaranteeing employment upon graduation. Federal Financial Aid may be available to those who qualify.

[www.HDMC.edu](http://www.HDMC.edu)

888-633-4362

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