

Medical Assistant

INDUSTRY FACTS



What do medical assistants do?

Medical assistants play a key role in keeping a healthcare

facility running smoothly. They perform general patient care and handle routine administrative responsibilities that frequently include the following:

- Providing wound care
- Assisting with sutures and fractures
- Performing phlebotomy
- Obtaining vital signs
- Administering medications
- Assisting during procedures
- Labeling and processing specimens
- Preparing patients for and performing EKGs

Where do they work?

Medical assistants work in healthcare facilities such as physicians' offices, hospitals, and clinics.*



How much do they earn?

With opportunities nationwide, medical assistants can earn competitive salaries. According to the Bureau of Labor Statistics, medical assistants earn an average of \$37,190 per year.* Plus, considering the nature of the industry, medical assistant jobs often include healthcare benefits.

Is the medical assistant field growing?

The U.S. Department of Labor estimates that the demand for medical assistants will grow 16% in the next 10 years.*

*Bureau of Labor Statistics, U.S. Department of Labor. "Medical Assistants." Occupational Outlook Handbook. Accessed March 9, 2023.

Statements found in the United States Department of Labor Occupational Outlook Handbook are not a guarantee of any post-graduation salary, in part because the data used to create the Occupational Outlook Handbook includes workers from differing educational backgrounds, levels of experience, and geographic areas of the country.

"The Medical Assistant program was challenging and thorough. I'm extremely impressed with the content and the support from the staff throughout the entire process!"

KIMBERLY, CAREERSTEP LEARNER

Medical Assistant

PROGRAM DETAILS

Prepare For A Better Job

Train affordably without sacrificing quality. This program's comprehensive training was developed by industry professionals with years of experience – specifically designed to help you prepare for the Certified Clinical Medical Assistant (CCMA), Certified Phlebotomy Technician (CPT), and Certified EKG Technician (CET) certification exams.

Learn Your Way

With online training, you can absorb more knowledge and learn more skills—fast.

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Adjust the time and effort you devote to your coursework each day

Receive Coaching and Guidance

When you train with CareerStep, we back you every step of the way—from sign-up through course completion.

- Learner support
- Technical support
- Career support

Get Certified

We'll help you prepare you to take nationally recognized exams so you can explore greater opportunities in your area.

- Certified Clinical Medical Assistant (CCMA)
- Certified Phlebotomy Technician (CPT)
- Certified EKG Technician (CET)

Program Outline

Course

Program Orientation

Medical Assistant Career Introduction

HealthCare Foundational Knowledge and Basic Science

Anatomy and Physiology Essentials

General Patient Care

Pharmacology Basics

Infection Control

Testing and Laboratory Procedures

Externship Readiness Skills

Patient Care Coordination and Education

Medical Administrative Assistant

Communication and Customer Service in the Healthcare Office

Comprehensive Electronic Health Records

Medical Laws and Ethics

Phlebotomy

Venipuncture Labs

EKG and Cardiovascular

Career Success in Healthcare

Medical Assistant Final Exam

Fundamentals of HIPAA

Initiating Your Externship

Clinical Externship

Program Completion