

# HI 2000

## Medication Care Coordinator

24 weeks  
DURATION



High School Diploma or GED  
REQUIREMENTS

### PROGRAM DETAILS

This program is designed to equip you with the skills necessary to provide excellent support in a pharmacy or clinical environment and the knowledge to achieve the Certified Medical Administration Assistant (CMAA) and Certified Pharmacy Technician (CPhT) certifications.

This 22-week online certification program provides comprehensive training in the areas of Human Anatomy and Medical Terminology, Medical Office Procedures and Administration, as well as Pharmacy Technician Principles and Practices. Upon completion of the program, you will be skilled in areas of Medical Office Administration and Pharmacy, and prepared for dual healthcare certifications (CMAA and CPhT), increasing your marketability in the field and allowing for greater flexibility in your career path.

Upon completion of the program, students are uniquely prepared to serve as a liaison between clinical providers, the pharmacy, and consumers. Students are prepared to assist consumers with their medication plan, insurance, and other services including the medication distribution process.

**\*\*PLEASE NOTE:** Students residing in the states of South Carolina, Louisiana, South Dakota, North Dakota, Virginia, West Virginia, Utah, Michigan and Ohio – these states require Pharmacy Technicians to complete an ASHP-accredited program in order to become licensed. If the student’s goal is to become certified and licensed as a Pharmacy Technician, please refer to our Pharmacy Technician Professional program, as it is ASHP/ACPE accredited and meets these state requirements.

Students residing in the state of Washington – this program is NOT approved for the long-term licensing of Pharmacy Technicians. The WA Board of Pharmacy has additional requirements if the student plans to permanently reside in Washington. If a student is living in WA short-term (less than 2-years) they can obtain a temporary license.








### COURSES

- PS 1011 Professionalism in Allied Health**
- HI 1011 Medical Office Procedures and Administration**
- MS 2000 Microsoft Office Series I**
- HI 1014 Human Anatomy and Medical Terminology**
- HI 1017 Pharmacy Technician Principles and**

### Practices

AT THE END OF THIS PROGRAM, YOU WILL BE ABLE TO:

-  Understand basic human anatomy and utilize medical terminology in a healthcare facility
-  Comply with HIPAA/HITECH, OSHA, CMS and other healthcare regulations and laws
-  Obtain patient information, verify insurance, file medical records and perform other office procedures
-  Understand the different roles of the pharmacy technician within various pharmacy organizations
-  Verify medication orders, calculate and measure dosage, and prepare and package medications

### ATTAINABLE CAREERS

- |                                   |                        |
|-----------------------------------|------------------------|
| Medication Care Coordinator       | Pharmacy Informaticist |
| Consumer Medication Coordinator   | Pharmacy Technician    |
| Patient Centered Care Coordinator | Pharmacy Assistant     |
| Patient Services Representative   |                        |



### TARGET CERTIFICATIONS

- CPhT** Certified Pharmacy Technician
- CMAA** Certified Medical Administrative Assistant