

# HI 9000

## Allied Healthcare Professional

33 weeks  
DURATION



High School Diploma or GED  
REQUIREMENTS

### PROGRAM DETAILS

Increase your career opportunities as an Allied Health Professional with eligibility for up to four (4) National Certifications!

The 31-week Allied Healthcare Professional Program at MedCerts promises to help you achieve your goal of starting your career in Allied Healthcare. Completion of this program prepares you with a variety of interesting classes like: Human Anatomy and Medical Terminology, Medical Office Procedures, Administration, Microsoft Office Series I, Billing, and Insurance Coding Essentials, Electronic Health Records, and Pharmacy Technician Principles and Practices. Upon completion of the program, students will have become skilled in a comprehensive set of subject matter areas, and will be prepared for multiple healthcare certifications (CMAA, CPhT, CEHRS, and MCBC), increasing their marketability in the field and allowing for greater flexibility in their career path.

Graduates of this program have an unrivaled edge in the marketplace. Not only will students receive cross-training in multiple disciplines, but they are uniquely qualified for a variety of in-demand and high growth careers.

NEW! Graduates of this program are now eligible to participate in an Externship Experience at a pharmacy their area. The optional externship is the capstone of the Learning Experience, allowing students to apply what they have learned in a real world environment.

### COURSES

- PS 1011 Professionalism in Allied Health
- HI 1011 Medical Office Procedures & Administration
- HI 1014 Human Anatomy and Medical Terminology
- HI 1018 Electronic Health Records
- MS 1000 MSFT Office Basics
- HI 1015 Insurance, Billing and Coding Essentials
- HI 1017 Pharmacy Technician Principles and Practices







### TARGET CERTIFICATIONS

- CMAA Certified Medical Administrative Assistant
- MCBC Medical Coder & Biller Certification
- CEHRS Certified Electronic Health Records Specialist
- CPhT Certified Pharmacy Technician



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

-  Understand basic human anatomy and terminology utilized in the medical office
-  Comply with pharmacy laws, HIPPA/HITECH, CMS and other healthcare regulations
-  Appreciate how the use of EHR, practice management & pharmacy systems effect patient safety and reimbursement
-  Recognize ICD-10-CM, CPT, HCPCS and modifiers and how to utilize them for billing

### ATTAINABLE CAREERS

- |                                  |                                   |
|----------------------------------|-----------------------------------|
| Medical Office Administration    | Medical Biller                    |
| Health Information Administrator | Medical Insurance Specialist      |
| Medical Records Administrator    | Patient Centered Care Coordinator |
| Medical Office Assistant         | Coordinator                       |
| Medical Reception                | Pharmacy Technician               |

*As a MedCerts Student, you also have the added benefit of Job Search Assistance including guidance with resume building, networking, interviewing, and job search tips.*

**\*\*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. If Pharmacy Technician certification is not the ultimate goal, this program meets state requirements for all other certifications included in this program.

*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.*