

Medical Assistant Curriculum

900 Hour Program

Classes and Hours 2018-2019

All courses held at the **Greentree Health Science Academy**

Open Enrollment and Career Development Students starting **September 27, 2018**

COURSE NAME	START/END DATE	DAY	TIME	HOURS	INSTRUCTOR	ROOM
Orientation	09/27/2018	TH	5:00-7:00p		Teresa	142
CPR/BLS Healthcare Provider	10/01- 10/02/2018	M & T	5:00- 10:00p	10	Sara Lee	144
Computer Basics	10/03- 11/05/2018	M/W	5:00-7:00p	20	Peggy Goodwin	150
Keyboarding	11/07- 12/12/2018	M/W	5:00-7:00p	20	Peggy Goodwin	150
English	10/04- 11/27/2018	T/TH	5:00-7:00p	30	Kathy Tallon	140
Medical Terminology I	10/04- 11/27/2018	T/TH	7:30-9:30p	30	Kathy Tallon	140
Anatomy & Physiology I	10/03- 11/26/2018	M/W	7:30-9:30p	30	Pat Robbins	144
Anatomy & Physiology II	11/28- 01/30/2019	M/W	7:30-9:30p	30	Pat Robbins	144
Cultural Diversity	11/29- 01/29/2019	T/TH	7:30-9:30p	30	Rick Taylor	142
Medical Terminology II	11/29- 01/29/2019	T/TH	5:00-7:00p	30	Kathy Tallon	140
WORD	12/17- 01/30/2019	M/W	5:00-7:00p	20	Peggy Goodwin	150
EXCEL	02/04- 03/11/2019	M/W	5:00-7:00p	20	Peggy Goodwin	150
Anatomy & Physiology III	02/04- 03/27/2019	M/W	7:30-9:30p	30	Pat Robbins	144
Law & Ethics	01/31- 03/21/2019	T/TH	5:00-7:00p	30	Rick Taylor	140
Medical Office Procedures	01/31- 03/21/2019	T/TH	7:30-9:30p	30	Kathy Tallon	140
Nutrition & Wellness	03/13- 05/13/2019	M/W	5:00-7:00p	30	Holly Todd	148

Employability I	04/01-05/13/2019	M/W	7:30-9:30p	20	Peggy Goodwin	140
Medical Math	03/26-04/30/2019	T/TH	5:00-9:30p	30 (40)	Libby Niehaus	140
Medical Coding	05/15-07/08/2019	M/W	5:00-7:00p	30	Bev Mount	150
Phlebotomy	05/02-06/04/2019	T/TH	6:00-10:00p	20 (40)	Pat Robbins & Jill Herold	148
EKG	06/06-07/11/2019	T/TH	6:00-10:00p	20 (40)	Sara Lee	144
Employability II	05/15-06/19/2019	M/W	7:30-9:30p	20	Peggy Goodwin	140
Pharmacology I	06/24/2019-07/24/2019	M/W	5:00-7:00p *starting 7/10/2019: 5:00-9:30p	30	Libby Niehaus	142
Medical Assisting I	07/16-08/08/2019	T/TH	5:00-9:30p	30	Kathy Tallon	144
Medical Assisting II	08/13-09/03/2019	T/TH	5:00-9:30p	30	Kathy Tallon	144
Pharmacology II	07/29-08/19/2019	M/W	5:00-9:30p	30	Libby Niehaus	142
Medical Assisting III	09/05-09/26/2019	T/TH	5:00-9:30p	30	Kathy Tallon	144
*EXTERNSHIP- after all classes are complete	Vary	Vary	Vary	220	MUST BE COMPLETED IN 6 MONTHS	

**Dates and times are subject to change due to unforeseen circumstances.*