Clinical Medical Careers
at UNM Continuing Education

The Clinical Medical Assisting Profession
The Clinical Medical Assisting program is designed to prepare students to function as professionals in multiple healthcare settings. Medical assistants with a clinical background perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an EKG electrocardiogram, obtaining laboratory specimens for testing, educating patients, and other related tasks. Job opportunities are prevalent with physician’s offices, clinics, chiropractor’s offices, hospitals and outpatient facilities.

Clinical Medical Assistant
This program is intended for students who want to prepare for an exciting, challenging and rewarding career in healthcare. This program will train students to assist physicians by performing functions related to the clinical responsibilities of a medical office. Instruction includes among other things preparing patients for examination and treatment, routine laboratory procedures, diagnostic testing, technical aspects of phlebotomy and the cardiac life cycle. Students will review important topics including phlebotomy, pharmacology, the proper use and administration of medications, taking and documenting vital signs, cardiology including proper lead placements, a professional workplace behavior, ethics and the legal aspects of healthcare. This program includes 140 hours of classroom lecture and hands on labs and a clinical externship opportunity at a local healthcare provider. To be eligible for the clinical rotation, students must successfully complete the 140 hour program, submit to a thorough background check, drug screening and meet other requirements.

Please read: UNM Tuition Remission eligible under Professional Development. Upon successful completion of this program, students would be eligible to sit for the National Healthcareer Association (NHA) Certified Clinical Medical Assistant (CCMA) national examination. Available (optional) Clinical Externship Hours: 160 hours after completing classroom training.

Clinical Instructor: Angela Hernandez, LPN II
Lab/Phlebotomy Instructor: Abraham Mendoza

Course #: 38210 SPA-PD 147 hours $2669
Clinical Core: Mar 29-Jun 30 TTh 6:00pm-9:30pm
Lab/Phlebotomy: Apr 2-Jul 2 Sa 9:00am-12:30pm

Note: Clinical Medical Assistants should have a high school diploma or GED and be 18 years or older.

Quick Facts: Clinical Medical Assistant

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<tr>
<th>2014 Median Wages</th>
<th>$27,500 per year $13.23 per hour</th>
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<tbody>
<tr>
<td>Entry Level Education</td>
<td>Post-secondary certificate; non-degree award</td>
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<tr>
<td>Work Experience in a Related Occupation</td>
<td>None</td>
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<td>On-the-Job Training</td>
<td>None</td>
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<td>Number of Jobs, 2012</td>
<td>6,340</td>
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<tr>
<td>Job Outlook, 2012-22</td>
<td>19% (much faster than average)</td>
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For more information: Visit our website at ce.unm.edu.
Questions: Contact Loree Nalin, Program Supervisor at Inalin@unm.edu or 505-277-6025.
Course Information

Phlebotomy Essentials, Laboratory, Clinical Experience
Gain the essential knowledge and skills to become an effective phlebotomist. Attain hands-on practice applying what you learn in the classroom portion of the course, performing blood draws on realistic plastic models and on other students. During clinicals at a TriCore clinic the last three weeks of the class, you’ll experience the real world of a phlebotomist and have the opportunity to display your acquired skills for potential employment. This is entry-level healthcare field.

Please read: Participants must be 18 or older and have a high school diploma or GED or higher degree. You must also submit scores from the WorkKeys assessments (free through Workforce Connections—scores in Reading (level 5) and Math (level 3), get caregiver clearance through background screening (Department of Health) and have current immunizations, submit WorkKeys, have current immunizations, be able to get caregiver clearance from Dept. of Health. Tuition covers textbooks, supplies and stick insurance. You will need to purchase 1-2 sets of scrubs and pay (by money order) for electronic finger printing if required. Contact Program Supervisor at lnalin@unm.edu.

Course #: 38205 240 hours $2985
Classroom: Jan 25-Mar 4 M-F 12:00pm-4:00pm
Clinical Rotation: Mar 7-25 M-F 8:00am-3:00pm

This course is a 6-week class & lab; meeting afternoons Mondays-Fridays; 3 weeks clinical rotation, scheduled 8am-3pm Mondays-Fridays.
Courses may be offered in Winter 2016 and Summer 2016 terms.

UNM Staff, Faculty & Retirees:

Use your Tuition Remission!
Questions about this benefit? Call the benefits office at 505-277-MyHR.
To register, send completed forms for registration & tuition remission to registration@ce.unm.edu or come by our registration office, located at 1634 University Blvd. NE (just north of Indian School).

For more information: Visit our website at ce.unm.edu.
Questions: Contact Loree Nalin, Program Supervisor at lnalin@unm.edu or 505-277-6025.