

Berkeley College
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Medical Assistant

Become an integral member of a medical team.

Medical Assistants perform administrative and clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and other health practitioners running smoothly. A medical assistant takes vital signs, prepares patients for and assists physicians during examinations, collects and prepares laboratory specimens, performs basic laboratory tests on the premises, schedules appointments, bills patients, fills out insurance forms, and much more.

Berkeley College's Medical Assistant Certificate and Associate in Applied Science degree programs prepare students to enter the high-demand field of healthcare and to work in a variety of settings, including physicians' offices, hospitals, nursing homes, and other professional healthcare facilities. Graduates are prepared to meet both the clinical and administrative challenges of today's rapidly changing healthcare environment.

The program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. This is accomplished by providing curriculum relating to patient care skills, general study, and administrative/business skills.

The objectives of the Medical Assistant program are:

- 1 To prepare students as multi-skilled healthcare practitioners who perform a wide range of roles in physicians' offices and other healthcare settings.
- 1 To prepare students who are professional and proficient in such administrative and clinical tasks as patient communication and clinical skills (electrocardiography (EKG), venipuncture, vital signs, physical exam, cardiopulmonary resuscitation (CPR), etc.).
- 1 To prepare students in infection control procedures and Occupational Safety and Health Administration (OSHA) training.
- 1 To prepare students for administrative routines such as medical record keeping and documentation.
- 1 To prepare students to become nationally credentialed healthcare practitioners who will be viewed by doctors as vital partners in providing medical care.

The Associate in Applied Science degree program is an extension of the career-track certificate program.

Graduates of the Medical Assistant programs are eligible to sit for a variety of certification examinations, including:

- 1 Certified Medical Assistant - CMA (AAMA)
- 1 Registered Medical Assistant - RMA (AMT)
- 1 Certified Clinical Medical Assistant - CCMA (NHA)
- 1 Certified Electrocardiography - CET (NHA)
- 1 Certified Phlebotomy - CPT (NHA)
- 1 Basic Life Support for Healthcare Providers - BLS (AHA)

Students gain experience in a wide variety of areas, including:

- 1 Clinical procedures such as electrocardiography (EKG), venipuncture, and specimen collection
- 1 Medical office administration
- 1 Medical terminology and coding
- 1 Medical law and ethics

Students benefit from:

- 1 A strong foundation in both the theory and practice of clinical care
- 1 Hands-on learning using modern equipment in simulated healthcare environments
- 1 Instruction in the use of relevant medical devices and software
- 1 Valuable, practical experience through a program-related, faculty-monitored internship
- 1 Eligibility to sit for the Certified Medical Assistant - CMA (AAMA), Registered Medical Assistant - RMA (AMT), or Certified Clinical Medical Assistant - CCMA (NHA) examinations

Certification

The Medical Assistant Certificate program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Medical Assisting Education Review Board (MAERB). Graduates of CAAHEP-accredited Medical Assistant programs are eligible to sit for the Certified Medical Assistant - CMA (AAMA) exam. The CMA (AAMA) designation is a national credential awarded by the American Association of Medical Assistants (AAMA), indicating that the Medical Assistant meets certain standards of competence as determined by the AAMA. In the State of New Jersey, Medical Assistants who hold the CMA (AAMA) credential are permitted to administer injections.

Academic Programs

- 1 **[A.A.S., Medical Assistant](#)**
- 1 **[Medical Assistant Certificate](#)**

- 1 **[Berkeley College Academic Program Statistics](#)**