Dear Student:

This accelerated program is a national program that is held throughout the United States. There are some requirements for Clinical Medical Assistants that are unique and we want to be sure you understand them and are fully informed about the requirements before you begin the program.

The price of this course includes the following: Clinical Medical Assistant textbook, your National Healthcare Association exam fee (first attempt only) and all other instructional materials.

Before the course starts, you are responsible for obtaining the following items, which are not covered by the tuition fee: a pair of black scrubs, a pair of hunter green scrubs, a stethoscope of your choice, binders, pens/pencils and highlighters. You may purchase these items from any store. **Black scrubs** must be worn on the first night of class.

The program you have enrolled in is approximately 170-hour Clinical Medical Assistant training program. After completing this program you will be prepared to pursue positions as a Clinical Medical Assistant and sit for the National Healthcare Association certification examination on the last night of class. This exam will be taken online and results will be instant. If you fail the exam, it is your responsibility to set up additional study sessions and re-take of the exam. TMCC Workforce Development and Community Education is not responsible for future testing needs.

I would strongly suggest that you do volunteer work in the medical field during your course to gain work experience which will be a valuable asset as you begin applying for positions as a Medical Assistant.

Once again, I am happy to have you as a student in this program and will look forward to hearing about your experience. Should you have any questions or concerns please do not hesitate to contact me.

Nicole McDowell

Program Manager

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