



Certificate in Medical Assisting

Become a trusted
patient care provider.





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You have what it takes to provide high-quality patient care.

Medical assistants are respected healthcare professionals responsible for assisting doctors, nurses, and medical teams in providing patient care. When you become a medical assistant, you'll often be the first caregiver patients see — meaning you have the power to perform important intake procedures, ease anxiety, and set the tone for a positive patient experience. Medical assistants often go on to pursue national certification, which demonstrates their understanding of a diverse range of duties in the medical field.

When you earn your certificate in Medical Assisting from Goodwin University, you'll develop the skills necessary for success in the healthcare field. Our program will provide you with hands-on learning and technical training experiences that will prepare you to make informed decisions regarding real-world patient care — plus, you can earn your certificate in as few as 12-16 months! If you are interested in making a positive impact on your community, our certificate in Medical Assisting program is a great fit for you!

Become a valuable member of a healthcare team with a certificate in Medical Assisting.



Participate in hands-on clinical training.

At Goodwin University, we give you the hands-on experience you need to be successful in a real healthcare setting. You'll begin by learning basic concepts of biology, anatomy, and medical terminology through traditional classroom teaching methods. Once you develop an understanding of these foundational concepts, you'll practice providing patient care. You'll gain experience charting patient records, preparing patients for examinations and procedures, and performing basic laboratory testing. When you graduate, you'll have the background knowledge you need to provide informed patient care.



Focus on providing patient-centered care.

As a medical assistant, you'll act as an advocate for patient needs and foster important patient-provider relationships that will create a positive patient experience. Oftentimes, medical assistants are the first face a patient sees when they enter a medical office — you'll learn to take vitals and gather critical intake information, all while making patients feel safe and heard. You'll build professional relationships built on trust, resulting in improved patient outcomes and lessened anxiety surrounding their medical procedures.



Gain the skills to become nationally certified.

While national certification is not a federal requirement for practicing medical assistants, many employers do require that their medical assistants earn and maintain certification from a third-party organization. At Goodwin, you'll sharpen the skills needed to successfully complete these examinations and gain certification. Getting certified is a great way to show prospective employers that you've acquired specialized skills that meet industry standards.

When you earn your certificate in Medical Assisting at Goodwin, you are immediately eligible to apply for the following certifications:

- The Certified Medical Assistant (CMA) examination administered by the American Association of Medical Assistants (AAMA)
- The Registered Medical Assistant (RMA) examination administered by the American Medical Technologists (AMT)
- The Medical Assistant Certification (CCMA) examination administered by the National Healthcareer Association (NHA)

Earn your certificate at Goodwin University.

Flexible class schedules

Whether you're working full-time or taking care of your family, we believe that your personal life is just as important as earning your certificate. At Goodwin, we're flexible! Classes are available mornings and evenings, with a mix of on-campus clinical requirements and online and hybrid formats. You shouldn't sacrifice time with the people you love to further your career, and at Goodwin, you don't have to.



We put you first.



At Goodwin University, we have a completely student-centered approach to learning. Our expert faculty are dedicated to giving you the one-on-one attention you deserve, and we offer a wide variety of student resources such as counseling services, financial aid, and more. While you're earning your certificate, we'll be there to support you every step of the way!

A focus on career readiness

Pursuing a certificate in Medical Assisting can be a pathway to more fulfillment and better compensation in your career – that's why Goodwin University is committed to preparing you for success in your field. Our curriculum is tailored to give you the skills and knowledge to provide high-quality patient care. The hands-on experience you gain in our program will make you a more marketable job candidate once you graduate.



Curriculum

Non-Major Core Requirements – 6 Credits

The following courses are not included in the 30 credits needed for graduation.

BIO 101	Concepts in Human Biology	3
HSC 105	Medical Terminology	3

Medical Assisting Major Core - 30 Credits

First Semester

MED 151	Medical Assisting: The Medical Office and Patient Care	3
MED 152	Medical Assisting: Diagnostic Procedures	3
MED 212	Pharmacology	3
MED 115	Introduction to Medical Insurance and Coding	3

Second Semester

MED 153	Medical Assisting: Laboratory Procedures	3
MED 250	Medical Office Management	3
HSC 111	Medical Law and Ethics	3

Third Semester

MED 299	Medical Assisting Internship	3
PSY 112	Introduction to Psychology	3
	General Education Elective*	3

TOTAL CREDITS IN THE PROGRAM: 30

*Elective credits may be from any General Education course, unless directed by the Program. General Education courses contain the following prefixes: ENG, MATH, STAT, CAP, COM, BIO, CHEM, SCI, HIS, HUM, PHIL, SPAN, PSY, and SOC.

Course format

When you become a medical assistant, it is critical that you are prepared with both the technical knowledge and hands-on experience needed for success in the healthcare field. That's why we have designed our Medical Assisting program to involve a combination of on-campus, online, and hybrid learning formats. You'll come to campus to complete necessary clinical training while select classes can be conducted either in-person or online.

We know that you're busy taking care of your personal responsibilities— that's why we offer flexible class schedules, including day and evening classes. At Goodwin, you can be with the people you love while advancing your career.

- 12-16 months to certificate completion
- Morning and evening classes available
- Mix of on-campus, online, and hybrid courses

Class formatting options

Courses are offered in on-campus, online, and hybrid formats.

- **On-campus classes**

Engaging in in-person clinical training is an essential part of becoming a medical assistant. When you come to campus, you'll receive hands-on training and experience working in a setting similar to a real medical office — you'll graduate with the important professional skillsets for success in the field.

- **Online classes**

Online classes are perfect if you're working full-time or managing your personal responsibilities. Courses are offered in synchronous and asynchronous sessions.

- ▶ **Synchronous**

Some courses in this program are offered in the form of online, face-to-face meetings with your classmates and faculty. This gives you the opportunity to engage in important conversations and debates regarding your course material. Participating in a synchronous learning session gives you the experience of an in-person class setting without the inconvenience of having to drive to campus.

- ▶ **Asynchronous**

Our asynchronous courses are the perfect way to earn your certificate while working around your busy schedule. Asynchronous courses can be completed on your time and don't require any face-to-face meetings, so they're a great fit for the working professional. You'll work independently to complete your assignments and touch base with our faculty along the way to make sure you are getting the support you need.

- **Hybrid (online/on-campus) classes**

Many students enjoy our hybrid class format, which offers the best of both worlds — both online assignments and on-campus responsibilities. This will allow you to make time for your personal responsibilities while still working toward your degree.

Certificate in Medical Assisting admissions requirements

All applicants to the Medical Assisting program must:

- Complete the application for admission into Goodwin University. Applicants to the Medical Assisting program must first meet the requirements for admission and be accepted into Goodwin University
- Complete the following prerequisite courses with a minimum grade of a “C” or better:
 - ▶ HSC 105 – Medical Terminology
 - ▶ BIO 101 – Concepts in Human Biology
- Complete the Medical Assisting program application
- Interview with the Program Director and/or Practicum Coordinator before admission

Testimonial



“One of the biggest reasons I became a medical assistant is that it is more than just a great career choice — you are helping people! Being able to help someone else makes you want to be better at your job. Goodwin University has changed my career outlook in life, and I am forever grateful for the wonderful professors in the Medical Assisting program.”

Pamela Masella, Graduate

Student resources and support

At Goodwin University, we are invested in the continued success of our students. We believe that you deserve great support services and resources to help you achieve your goals!

Academic Resources

- Academic Advising
 - Admissions
 - Financial Aid
 - Registrar's Office
-

Academic Support

- Academic Success Center
- Library
- Math Lab
- Tutoring

College Experience

- Clubs and Organizations
 - Student Engagement
-

Personal Support Services

- AccessAbility Services
 - Ann B. Clark Co-op
 - Counseling
-

Professional Development

- Lifetime Career Services

Financial Aid information

Paying for college doesn't have to be stressful — we make it easy to understand the costs of your education before classes even begin.

We are committed to helping you earn your degree at a cost that is affordable to you. At Goodwin, there are a variety of financial aid opportunities available to you, including scholarships, grants, student loans that need to be repaid, and work-study opportunities that provide a regular paycheck.

Check out our [financial aid page](#) to find out how Goodwin University can help you pay for your education.



Contact us today!

Call: 800-889-3282

Text: 860-467-1511

www.goodwin.edu/medicalassisting

Goodwin University is a nonprofit institution of higher education and is accredited by the New England Commission of Higher Education (NECHE), formerly known as the New England Association of Schools and Colleges (NEASC).

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