



Outreach Programs



RHODE ISLAND COLLEGE

Call Now for Enrollment Details & Program Start Dates!!!

Medical Assistant Training PLUS



Ask about our other Programs!

This certificate program intends to get you gainfully employed in the Medical Assistance field and includes:

The PLUS Program Includes:

- English as a Second Language (ESL) for Non-native English Speaking Students
- Remediation Services in Reading, Writing, Math and Science.

Comprehensive Training Includes

- English as a Second Language (ESL)
- Financial Literacy
- Business Writing
- Computer Skills — Microsoft Office (Word, Excel, Powerpoint)
- Medical Math / Calculators
- Customer Service
- Office Skills and Keyboarding
- Internet, Communication, and Life-coping Skills
- Green Business Practices
- Employability Skills: Applications, Resumes, Cover Letters, Job Search and Interviewing
- Individual Employment Counseling with a Case Manager
- Positive Attitude and a Healthy Approach to Each Student's Career Path
- Individual Plan and Goals Established for Each Student

Program Schedule

Minimum Number of Hours:

- Training: 900 (30 hours per week for 30 weeks)

Includes:

- Internship: minimum 120 hrs

Who is Eligible?

- If you are 18 years of age or older and underemployed or unemployed, call us to see if you qualify for this training.

*In Addition to **ESL and Remediation** Classes, these Comprehensive Certificate Programs Include this Core Material:*

Medical Terminology
Basic Anatomy
Pharmaceuticals
Clinical Techniques
CPR

Medical Office Procedures
First Aid
Medical Office Software

Call or Email Today - Classes Starting!

Outreach Programs at Rhode Island College
(401) 456-8698

Email: tclarke@ric.edu
Building 8 • East Campus
600 Mt. Pleasant Ave.
Providence, RI 02908



Outreach Programs



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Please call to discuss tuition assistance options.