

# Advance Your Career with **Medical Assisting Administrative Skills**



Associate Degree in Administrative Medical Assisting



BRYAN UNIVERSITY  
FOUNDED 1940

# The Medical Assisting Field is Growing<sup>1</sup>...

## Career Outlook and Growth

Careers in healthcare provide a rewarding work environment and job security in a growing industry.

According to the Bureau of Labor Statistics, careers for Medical Assistants are expected to grow *much faster than average* at 9% or higher through the year 2032.<sup>1</sup>

**9% or Higher**  
- the faster than average growth rate for medical assisting jobs through the year 2032.<sup>1</sup>

## Career Opportunities

As a graduate of the Bryan University Associate Degree in Administrative Medical Assisting, you'll have the knowledge and skills to be job-ready for entry-level career opportunities<sup>2</sup> such as:

- Clinical Medical Assistant
- Certified Medical Assistant
- Healthcare Support Worker
- Medical Office Assistant
- Certified Medical Administrative Assistant
- Medical Records Specialist

## Attractive Employers

With a medical assisting certificate from Bryan University, find opportunities to work in a variety of healthcare settings:

- Hospitals
- Physician Offices
- College Health Departments
- Home Health Agencies
- Mental Health Facilities
- Public Health Agencies
- Rehabilitation Facilities
- Urgent Care Clinics
- Surgery Centers

## Gain the Skills Employers Need

Bryan University's Associate Degree in Administrative Medical Assisting includes all the skills from the certificate program while covering additional topics to broaden your industry skill set. You'll learn:

- Medical assisting professional overview
- Preparation for CPR certification
- Medical terminology, anatomy, & physiology
- Pathology, diseases, infection control, & pharmacology
- Overview of medical billing, coding, and electronic health records (EHR)
- Phlebotomy (collecting blood samples)
- Patient measurements, vital signs, & injections
- Patient exams including eye and ear assessment, sterilizing medical equipment, and assisting with surgical procedures
- Assisting with specialty exams including radiology, diagnostic imaging, and electrocardiograms
- Medical office software and technologies
- Healthcare human resources management
- Cybersecurity for medical records and HIPAA compliance
- Virtual externship experience through NHA
- Preparation for NHA's CCMA cert. - one exam attempt included in tuition



## Benefits for You - Included in Tuition

As a Bryan University student, you'll receive valuable benefits that are included in tuition at no extra charge that will build your resume and establish your credibility in the marketplace, including:

- Certification for the Certified Medical Administrative Assistant (CMAA)<sup>3</sup> through the National Healthcareer Association (NHA)
- All your books, courseware, and office software
- A Medical Kit that contains a blood pressure cuff, stethoscope, phlebotomy and IV devices, and other items so you can apply and demonstrate your skills from home

## A Virtual Externship Experience Like No Other

Bryan University has partnered with the National Healthcareer Association (NHA) to provide our students a virtual externship capstone experience that is like no other program. This experience is in addition to the capstone experience completed in the Certificate in Clinical Medical Assisting. This experience allows students to apply their skills in a virtual environment to gain simulated real-world practical experience. This virtual externship is completed online and includes the following:

- Comprehensive application of the top Administrative Medical Assisting skills requested by employers
- Learning modules that increase mastery of core medical administrative assistant competencies
- Job-ready preparation for scenarios that graduates will face in various healthcare settings

**The Cost for the Certified Medical Administrative Assistant (CMAA)<sup>3</sup> exam through NHA is included in the program tuition, along with all your books and office software!**

## Medical Kit for at-home practice included!



## Exceptional Value

Your investment in a Bryan University credential provides an online educational experience like no other:

- Learning technology that lets you build skills faster and retain more knowledge
- Real-world assignments that simulate job tasks
- A mastery-based learning environment that allows you to improve grades by retaking assignments based on instructor feedback
- Peer mentors, tutors, and success coaches who provide encouragement, guidance, and insight
- Live, interactive online events such as industry speakers, faculty mentoring sessions, and helpful workshops that are all recorded in case you miss the event and need to watch it later

## Attend from the Comfort of Home with Personalized Support

At Bryan, we don't think learning online means learning alone. Connect with faculty, peers, and student support conveniently from your smart phone, tablet, or computer using Zoom, a user-friendly video app. You'll join a vibrant community who will provide support and celebrate your success along the way. You'll not only develop friends and colleagues, but you'll also build a professional network—for life.

## Earn While You Learn: Dual Enrollment Available

You can enroll in the Clinical Medical Assistant Certificate and the Associate Degree in Administrative Medical Assisting concurrently. This means once you complete your certificate, you can get to work sooner while completing your associate degree. If you have prior college credit, or you have already completed an associate degree at another institution, we will accept as many credits as possible (and potentially your entire associate degree) to help accelerate your Bryan program.

# 10 More Reasons to Choose Bryan University

## 1. Tuition Lock Guarantee.

We lock your tuition rate once you enroll, plus your tuition goes down the longer you're in school. Financial aid available if you qualify.

## 2. Books, Courseware, and Certifications Included.

We take care of shipping your textbooks and provide you easy access to electronic courseware. We also help you prepare for nationally-recognized certification exams.

## 3. Focus on Employment.

You'll graduate with a degree targeted for a specific job market and earn skills that match employers' needs.

## 4. Job Search Assistance.

As a graduate, you'll receive career search services, including job networking best practices, sharpening your interview skills, and creating an eye-catching resume.

## 5. Learn by Doing.

You'll develop real-world skills by completing simulated job tasks and using industry technologies.

## 6. Return for Refresher Classes.

As a graduate, you'll have the privilege of auditing previously completed courses still being taught—at no charge—to keep your skills sharp.

## 7. Accelerated Programs.

You can get started – and finish – fast.

## 8. Faculty Who Put You First.

Our faculty provide you with personalized, individual attention and support.

## 9. Welcome Kits Included.

Once you enroll, we provide you a welcome kit package to ensure you're ready to start school.

## 10. History of Excellence.

We have a 84-year track record of preparing graduates for successful careers since 1940.

# Advance Your Career— Starting Today

Visit [www.BryanUniversity.edu](http://www.BryanUniversity.edu)

Call 888-768-6861

<sup>1</sup>Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Medical Assistants, at <https://www.bls.gov/ooh/healthcare/medical-assistants.htm> (visited February 8, 2024). Also online at <https://www.onetonline.org/link/summary/31-9092.00> and <https://www.onetonline.org/link/summary/43-6013.00>. Note that job market conditions are dynamic and can change. This data is not intended to predict the market conditions that will be present when you graduate from your program and may differ based on your geographic location and other factors.

<sup>2</sup>Example occupations shown herein do not imply a guarantee of employment. Students are responsible for conducting occupational research for their chosen program. Employers have unique hiring practices and job-specific requirements, which may include years of experience for manager positions. Graduates with little to no prior experience should expect an entry-level position.

<sup>3</sup>If considering an academic program that leads to a professional license or certification in your state, it is highly recommended that you first seek guidance from the appropriate licensing agency in your home state before beginning the academic program in your state, or upon changing states. This program is not currently available online in the following states: Connecticut, New Jersey, and Washington.



Financial aid available for those who qualify.

