



The Community College of Baltimore County (CCBC)
in partnership with the IRC is now offering

FREE Medical Front Office Training

Start a career as a Certified Medical Administrative Assistant (CMAA)!

Medical Front Office (MFO) staff perform and coordinate the administrative activities of a medical office, whether a physician, clinic, hospital, or other medical facility. They store, retrieve, and integrate information for staff, patients, and clients. MFO staff often register patients, schedule appointments, and enter data into Electronic Health Records systems.

Classes include:

- Medical Terminology
- Certified Medical Administrative Assistant
- CPR Certification
- HIPAA Training

After successfully completing the Medical Front Office program, students will be prepared to take the national certification exam to become a Certified Medical Administrative Assistant.

Location: CCBC Essex

Times: Monday through Thursday 6-9pm

Dates: May 1st through June 30th, 2017

For more information contact:

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