DENTAL ASSISTANT

Work alongside dentists, assisting during exams and treatments.

YOU WILL LEARN HOW TO:
- Prepare patients for examination and treatment
- Take X-ray examinations (Radiography)
- Sterilize and disinfect instruments and equipment
- Prepare tray setups for dental procedures
- Provide postoperative instruction
- Educate patients in proper oral healthcare
- Prepare materials for making impressions and restoration
- Perform clerical, laboratory duties and more

WHAT CAN I DO WITH THIS TRAINING?
- Ensure that patients are comfortable in the dental chair
- Prepare patients and the work area for treatments and procedures
- Assist dentists by passing them instruments during procedures
- Instruct patients in proper oral hygiene
- Process X-rays and complete lab tasks under the direction of a dentist
- Work with patients on billing and payment

WHERE YOU’LL WORK
- Dental offices
- Dental schools
- Hospitals
- Clinics
- Public health settings

CAREER OPPORTUNITIES
- Dental Assistant
- Orthodontic Assistant
- Oral Surgery Assistant
- Endodontic Assistant
- Periodontal Assistant
- Pediatric Dental Assistant
- Office Manager
MEDICAL ADMINISTRATIVE ASSISTANT
Play a key role in medical office administrative services.

YOU WILL LEARN HOW TO:
- Manage electronic health records with current software technologies
- Process insurance verification, prior health authorizations and referrals
- Perform basic medical billing and coding tasks
- Assist physicians with reports, articles and conference proceedings
- Communicate with patients professionally, understand conflict resolution and positive customer service

WHAT CAN I DO WITH THIS TRAINING?
- Maintain efficiency in the office
- Update and file patients’ medical records
- Complete insurance forms
- Arrange hospital admissions and lab services
- Manage a variety of other administrative tasks
- Schedule and triage appointments

WHERE YOU’LL WORK
- Physicians’ offices
- Hospitals
- Research firms
- Clinics
- Outpatient medical facilities
- Insurance offices

CAREER OPPORTUNITIES
- Medical Administrative Assistant
- Medical Office Manager

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MEDICAL ASSISTANT
Assist patients while working side-by-side with a healthcare team.

YOU WILL LEARN HOW TO:
• Interact with patients
• Record patients’ history and personal information
• Measure vital signs, such as blood pressure
• Assist physicians with examinations
• Prepare blood samples for laboratory results
• Schedule patient appointments
• Give patients injections and medications*

* As directed by a physician and as permitted by state law.

WHAT CAN I DO WITH THIS TRAINING?
• Medical office triage
• Draw blood and give injections
• Explain treatment procedures to patients
• Prepare patients for examination
• Assist with other clinical responsibilities
• Set up and perform electrocardiogram (EKG or ECG) testing

WHERE YOU’LL WORK
Medical assistants may experience diverse career opportunities. You can work in:
• Physicians’ offices
• Hospitals
• Clinics
• Outpatient medical facilities

CAREER OPPORTUNITIES
• Medical Assistant
• Medical Education
• Office Management
• Medical Scribe

CONTINUE YOUR EDUCATION FOR A PATHWAY TO SUCCESS
PHARMACY TECHNICIAN
Assist pharmacists in providing medications and healthcare products to patients.

YOU WILL LEARN HOW TO:
- Compound intravenous solutions (become IV certified)
- Count tablets and label medication bottles
- Receive electronic prescriptions from medical offices
- Handle computer-ordered prescriptions
- Receive written prescriptions and requests for patient refills
- Verify accuracy of prescriptions
- Inventory prescriptions and over-the-counter medications

WHAT CAN I DO WITH THIS TRAINING?
- Prepare a variety of medications, such as IV medications
- Compound or mix medications
- Interact with physicians on prescription refill authorizations
- Operate automated dispensing equipment when filling prescription orders
- Make rounds in hospitals to deliver medications
- Direct patient care to obtain medication history

WHERE YOU’LL WORK
- Hospitals
- Retail or mail-order pharmacies
- Assisted living facilities
- Nursing homes
- In-home health environments
- Other healthcare facilities
- Compound facilities
- Hospice pharmacies
- Nuclear pharmacies

CAREER OPPORTUNITIES
- Pharmacy Technician
- Pharmacy Clerk
- IV Certified Pharmacy Technician
- Pharmacy Technician III - Medication History
- Specialty Pharmacy Technician
- Dispensing Pharmacy Technician
- Clinical Pharmacy Technician
VETERINARY ASSISTANT
Work alongside veterinarians, assisting with animal healthcare and medical treatment.

YOU WILL LEARN HOW TO:
- Provide preventative healthcare for animals
- Assist with small animal nursing and diagnostic imaging
- Recognize animal behavior norms
- Sterilize lab and surgical equipment
- Assist with surgery, pre- and post-operative care
- Understand pharmacology basics and medication administration

WHAT CAN I DO WITH THIS TRAINING?
- Aid domestic animals
- Help veterinary team with animal nursing
- Clean and disinfect cages, kennels and examination rooms
- Administer medication as prescribed by the veterinarian
- Feed, bathe and exercise animals
- Collect and prepare laboratory samples
- Care for animals before and after surgery

WHERE YOU’LL WORK
- Private veterinary clinics
- Animal hospitals
- Animal shelters
- Zoos

CAREER OPPORTUNITIES
- Veterinary Assistant
- Laboratory Animal Caretaker
- Animal Care and Service Worker

For complete information visit prep-ed/premedcity