

Allied Health Academy:

- CMA
- CNA
- Certified Electronic Health Records Specialist (CEHRS)
- Certified Health Unit Coordinator
- Certified Medical Administrative Assistant (CMAA)

CMA:

AEL and the Howard College Certified Medical Assistant (CMA) program partnered to create an Integrated Education and Training (IET) model that offers extra educational support services to help students successfully complete the program. As an IET model, students will receive their training skills by their academic CMA instructor, but they will also have the benefit of a second instructor who will teach a variety of literacy skills that are contextualized with the CMA curriculum. This component of the course program allows students the time they need to focus on specific course content that students need help with to succeed in their training.

CNA:

The Nurse Aide program prepares students with the skills and abilities essential to providing basic care to residents of long-term care facilities. Topics include resident's rights, communication, safety, observation, reporting, and assisting residents in maintaining basic comfort and safety. Emphasis is on the effective interaction with members of the health care team. Students who successfully complete this course are eligible to apply to take the national certification exam scheduled by Pearson VUE.

*We also have ESL CNA courses throughout the year that offer language support for individuals whose first language is not English.

Certified Electronic Health Records Specialist (CEHRS):

Through this National Healthcareer Association (NHA)-certified program, you'll learn what kind of information is stored in an electronic health record (EHR) system, what steps are required to implement a system in a medical practice, how staff members and patients interact with EHR systems, and what benefits these systems provide compared to traditional paper records.

Throughout the program, you'll get hands-on practice using real EHR software, and you'll have direct access to expert facilitators who will give you firsthand knowledge of what it is like to work as a CEHRS. Upon completion of this program, you will be prepared to take the Electronic Health Record Specialist Certification (CEHRS) exam offered by National Healthcareer Association (NHA).

Certified Health Unit Coordinator

The Health Unit Coordinator is the central figure in a health unit. Learning management of information, communication, medical terminology, critical thinking, and cultural diversity will prepare you to work in a variety of health care settings.

Subjects covered in this course are Medical Terminology, basic Anatomy & Physiology, and the function of each system of the human body. This knowledge will help you take the next step in your medical career or education. Upon completion of this program you will be prepared to sit for the NAHUC Certification Exam.

Certified Medical Administrative Assistant (CMAA):

Administrative medical assistants are skilled multi-taskers who direct the flow of patients through an office. Effective patient flow allows the practice to operate efficiently, increase revenue, and provide a positive experience for the patient. Their duties can include scheduling appointments, entering demographic and insurance information into practice software, managing patient check-in and check-out, answering phone calls, filing and retrieving paper records, maintaining electronic records, composing correspondence, performing daily financial practices, assigning medical codes and processing insurance claims.

Upon completion of this program you will be prepared for the Certified Medical Administrative Assistant (CMAA) national certification exam offered by National Healthcareer Association (NHA).