Thank you for your interest in the Medical Assisting Program. I am excited to tell you that Medical Assisting is one of the top fastest growing careers projected by year 2022 by the Bureau of Labor Statistics with a 20% to 29% growth. You have chosen a fulfilling and life-sustaining career option.

There are three pre-requisites or courses you need to complete prior to your official entrance into the MA program: English 1010, Math 0955 and MA 1010 or MA 1020. Here is a list of items to begin working on in the near future.

1. If you have not completed a Health Career Sciences application, please do so now.

2. If you **have not received your Hepatitis B series vaccination**, please begin it immediately. It is a series of three (3) injections. The first injection is followed by the second injection one month after the first. The third injection is given six (6) months from the first injection. It can take at least 3 months after that before blood titers (a blood test confirming immunity) can be drawn to see if you have antibodies against the disease. I cannot stress enough that you get this taken care of immediately as this takes the most time. Health facilities will not take a student for a practicum (your capstone of the program) unless the student can show this has been completed.

3. Obtain your background check (BCI) through Integrity Verification as soon as possible. Our goal is to have this completed prior to starting MA courses. This is a requirement of ALL Health Careers at Cuyahoga Community College. Integrity Verification is the only background company Tri-C students can use, no exceptions.

4. Depending on your entrance date [(By December 2014 for Spring 2015 entrance) or (By July 2015 for Fall 2015 entrance)] you should have your physical examination at which time you should check to see if a tetanus booster is needed and you should receive a 2-step screenings for TB at least a week apart from each other. Students receiving only one TB screening will not be allowed to proceed through the program until this has been resolved. You must get a T-Dap injection and a flu vaccine (Please be aware that the flu vaccine is an annual injection, therefore if you received it last year, you will need to have it prior to practicum placement). Begin getting all blood titers drawn for Measles, Rubella, Mumps, and Chicken Pox. Registration for the Medical Assisting core courses is dependent upon completion of the above requirements.
5. You will receive another packet approximately a month prior to your MANDATORY Medical Assisting Orientation. Please review the handbook and forms included, and complete, as appropriate.

There are three enclosed documents in this letter that will need your immediate attention. These items will take longer to complete and therefore, I advise you to start working on them as soon as possible. We will notify you one month prior to the orientation, with a reminder two weeks prior.

If you have any questions, please don’t hesitate to contact me. I will be happy to address any questions, concerns or comments you may have. Our goal at Tri-C Medical Assisting is to educate you to your fullest potential and my goal will be to help you achieve that potential.

Sincerely yours,

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