

Health Science- CCMA Holland Medical High



Welcome

- Please sign in on Orientation document

Congratulations!!!



Contact Information

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CCMA



EKG Technician

EKG Technician Responsibilities:

- Performing cardiovascular tests on patients.
- Keeping patients informed on every step of the procedure.
- Identifying and diagnosing heart conditions.
- Monitoring patient blood pressure.
- Collecting cardiovascular data for analysis by doctors.
- Working alongside doctors and nurses.
- Setting up EKG components including EKG tracings for accurate readings.
- Ensuring the safety and comfort of patients.
- Maintaining high hospital safety standards.
- Monitoring EKG equipment and reporting any malfunctions.



Medical Assistant

- **Administrative Duties**

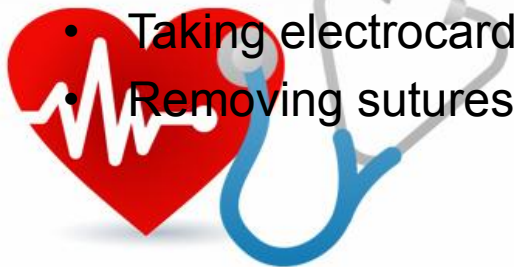
- Using computer applications
- Answering telephones
- Welcoming patients
- Updating and filing patient medical records
- Coding and filling out insurance forms
- Scheduling appointments
- Arranging for hospital admissions and laboratory services
- Handling correspondence, billing, and bookkeeping



Medical Assistant Cont.

• Clinical Duties

- Taking medical histories
- Explaining treatment procedures to patients
- Preparing patients for examination
- Assisting the physician during exams
- Collecting and preparing laboratory specimens
- Performing basic laboratory tests
- Instructing patients about medication and special diets
- Preparing and administering medications as directed by a physician
- Transmitting prescription refills as directed
- Drawing blood
- Taking electrocardiograms
- Removing sutures and changing dressings



Requirements for Course

- **Completed application**

- <https://www.abileneisd.org/holland-high/>

- Once you are on Holland Medical home page then you will click on the announcements tab

Follow instructions!

1. **Holland Application 2023-20224**

- a. **DOCUSIGN Application**
- b. **Can save and return**



Items for Application

- Email
 - you
 - parent/guardian
 - Teacher for recommendation
- Driver's license, or state or military issued ID, or passport
- Immunization Record
- Different Questions for returning students vs new - be sure to select the appropriate box.



Application Process

- **DocuSign:**
- Automatically submits your information to me and the teacher. Allows your parent to fill in their information and sends your teacher their information. Less running after documents and NO google folder to create.

Deadline: Feb.17th by 4:00pm



Be ready for student conference



- Discipline
- Attendance
- Tardies
- Academics



Wait to hear if you are accepted

- Letters will be mailed around March 10





Transportation to Clinical

- Our Holland CCMA Students will train some at some of the local doctor offices and at Hendrick Clinics
- When clinical begins in late February, students will need their own transportation to and from their clinical site.
- **Plan ahead!!**





Uniform Requirements

- 1st set scrubs free - students should already have a set
 - top, pant, jacket
- + 1 more set, highly recommended, Will be using a new vendor this year
- White tennis shoes/clinical shoes
 - no canvas or mesh



Clinical Dress

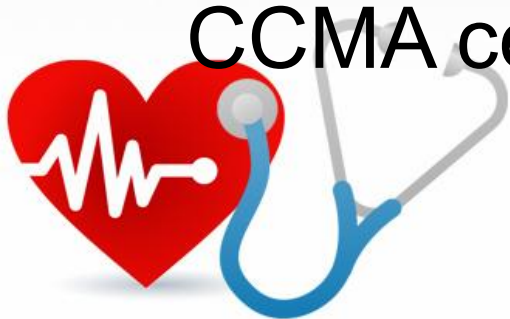
- **What to wear/acceptable appearance:**
 - Purple scrubs with patch on left arm
 - Proper PPE
 - Surgical mask covering nose and mouth
 - White shoes/socks
 - Name badge/no phone (keep in your bag)
 - Watch with second hand
 - Hair out of face, off the collar
 - Minimal make-up
 - Earring studs (no gems)/no extra jewelry or facial piercings
 - Nails short, clean, nothing on them
- **Report by assigned time, ready to take work**



State Exam

- **Your written State test will cost \$117.00.** Your fee (**\$31.50**) will be due the end of November for EKG Exam.
- CCMA Exam will cost **\$155.00**. Your fee (**\$31.50**) will be due in April.

Our goal: EKG certified by December and CCMA certified by May.



Estimated Cost of Program

- Current Meningitis Vaccine - \$120
- TB Test - \$25
- Urine Drug Screen - \$20.75
- Malpractice Insurance - \$28.00
- HOSA Membership (optional) - \$36.50
- Fall Leadership (optional) - \$15.00
- Flu Shot - \$14.00-\$30.00
- Student portion of State Exams - \$31.50 each
- Extra set of scrubs (optional) - \$29.00



Any Questions

