



BELLEVUE  
COLLEGE

# Allied Health Education

7 Certificates

1 Associate Degree

# Agenda

- Programs of Study.
  - Medical administrative Assistant
  - Health Unit Coordinator
  - Medical Billing & Coding Specialist
  - Phlebotomy Technician
  - Clinical Laboratory Assistant
  - Emergency Department Technician
  - Medical Assistant
  - Associates of Applied Science, Transfer-Allied Health
- Required Immunizations
- Certification
- FAQ's
- Questions

# Medical Administrative Assistant

The Medical Administrative Assistant is often the first person a client or patient talks to when entering a medical facility. This program has a total of 48 credits and can usually be completed in four quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEA 100
- AHEA 102
- AHEA 104
- AHEA 106

[Medical Administrative Assistant](#)

# Health Unit Coordinator

The Health Unit Coordinator is an entry level health professional that helps maintain and support a healthcare facility. This program has a total of 63-72 credits and can usually be completed in 5 quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEA 100
- AHEA 102
- AHEA 104
- AHEA 106
- AHEA 110
- AHEA 112
- AHEA 118

[Health Unit Coordinator](#)

# Medical Billing & Coding Specialist

The Medical Billing & Coding Specialist helps prevent our healthcare system from grinding to a bureaucratic halt. This program has a total of 63-72 credits and can usually be completed in five quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEA 100
- AHEA 102
- AHEA 104
- AHEA 106
- AHEA 120
- AHEA 122
- AHEA 124

[Medical Billing & Coding](#)

# Phlebotomy Technician

The Phlebotomy Technician's primary responsibility is drawing blood and conducting other specimen collections. This program has a total of 45-54 credits and can usually be completed in four quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEL 110
- AHEL 112
- AHEL 118

[Phlebotomy Technician](#)

# Clinical Laboratory Assistant

The Clinical Laboratory Assistant's perform the basic functions of laboratory work under the supervision of other laboratory professionals. This program has a total of 50-59 credits and can usually be completed in four quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEL 110
- AHEL 120
- AHEL 122
- AHEL 128

[Clinical Laboratory Assistant](#)

# Emergency Department Technician

The Emergency Department Technician assesses and manages a wide range of emergency conditions. This program has a total of 52-61 credits and can usually be completed in four quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEL 110
- AHEP 100
- AHEE 120
- AHEE 122
- AHEE 124
- AHEE 128

[Emergency Department Technician](#)



# Medical Assistant

The Medical Assistant serve as the primary provider delegate in health professions. Medical Assistants perform both administrative and clinical skills within their scope of practice, serving as an extension of the healthcare provider or practitioner. This program has a total of 83-92 credits and is usually completed in six quarters.

## Foundation Courses

- AHE 100
- AHE 110
- AHE 120
- BIOL 108
- CMST 280
- NUTR 100
- BTS 161

## Program Courses

- AHEA 100
- AHEA 102
- AHEA 104
- AHEA 106
- AHEL 110
- AHEL 120
- BIOL 125
- AHEP 100
- AHEP 101
- AHEM 120
- AHEM 122
- AHEM 124
- AHEM 128

[Medical Assistant](#)

# Associates of Applied Science- Transfer, Allied Health

The Associates of Applied Science- Transfer Degree with Allied Health focus combines any of the Allied Health certificate programs with college based general education requirements and electives in order to achieve an associates degree from Bellevue College.

## Major Requirement

- Medical Administrative Assistant
- Health Unit Coordinator
- Medical Billing & Coding Specialist
- Phlebotomy
- Clinical Laboratory Assistant
- Emergency Department Technician
- Medical Assistant
- Alcohol & Drug Counseling

## Gen Education Requirement

- Communications- 5 credits
- Quantitative Reasoning- 5 credits
- Humanities- 5 credits
- Social Science- 5 credits
- Natural Science (with lab)- 5 credits
- Cultural Diversity- 5 credits

AAS-T requires a total of 90 credits.

[Associates of Applied Science-Transfer degree \(AAS-T\)](#)

# Immunizations

Each student is responsible to ensure that adequate documentation of the following requirements are provided. Documentation is required to ensure the health and safety of students and clients in healthcare agencies that provide clinical learning experiences.

- Immunization requirements:
  - Measles, Mumps, and Rubella
  - Varicella
  - Hepatitis B
  - TB Skin Test
  - Tetanus, Diphtheria & Pertussis (TDAP)
  - CPR Certification
  - Blood Born Pathogens/HIV/Aids Training
  - Health Insurance
  - Influenza
  - Certified Background Check
  - Drug Screening

[Immunization Checklist](#)

# Certification

A common problem for those entering the healthcare professions is to define the difference between licensure and certification.

- There are two types of certification for the Allied Health programs at Bellevue College. Upon successful completion of a program of study at Bellevue College, the College issues a certificate that acknowledges you have satisfied the requirements for an activity or profession. This certificate may **NOT** allow you to directly participate in that activity or occupation.
- The State of Washington, Department of Health, is responsible for issuing professional certifications for Allied Health occupations. After completing a program at Bellevue College, you must apply to the Department of Health for professional certification in your occupation. Part of that application process is to demonstrate that you have received appropriate training and have demonstrated competency. This is accomplished by submitting the certification from Bellevue College. Once you are certified by the Department of Health, you are then allowed to participate in that activity or occupation.

# FAQ's

- What are the prerequisites for Allied Health Certificates?
  - The only prerequisite is placement tests through the testing center.
- When can I enroll in Allied Health classes?
  - Allied Health is continuous enrollment and foundation classes are offered most quarters.
- Is there a particular order of classes that must be followed?
  - The foundation courses can be completed in any order and need to be completed before program specific courses are taken.
- How do I request entry codes?
  - Entry codes can be requested online [AHE Entry Codes](#)
- How do I schedule an appointment?
  - You can schedule through the academic [advising center](#) or you can meet with the [Program Manager](#)