

# I-BEST Allied Health Program

## Medical Administrative Assistant Certificate



### I-BEST Provides:

- Academic support class
- Two teachers in the classroom
- Advising and registration support
- Education and career planning
- Connection to funding, school and community resources

### Eligibility:

- ELA level 6 or ABE level 4 or above
- Writing Sample

For more information,  
contact the I-BEST Navigator:

Room R130  
425-564-2363  
[ibest@bellevuecollege.edu](mailto:ibest@bellevuecollege.edu)



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## ALLIED HEALTH PATHWAYS

### CERTIFICATES/DEGREES

Medical Administrative  
Assistant Certificate

#### Other Allied Health Certificate Options

- Medical Billing and Coding Specialist
- Phlebotomy Technician
- Clinical Lab Assistant
- Emergency Department Technician

Medical Assistant –  
Certified (MA-C)

Allied Health AAS-T

#### 3 BAS Options

- Healthcare Management and Leadership
- Health and Wellness
- Healthcare Informatics

### EMPLOYMENT OPPORTUNITIES

- Medical Receptionist
- Patient Registrar
  
- Billing and Cost Clerk
- Medical and Health Services Manager
- Clinical Lab Assistant
  
- Medical Assistant



# I-BEST Medical Administrative Assistant Classes

## FALL: QUARTER ONE

AHE 100	Introduction to Healthcare	5
AHE 110	Medical Terminology	5
AHE 130	The Human Body: Structure and Function	5
IBEST 31	Academic Support Class	5*
<b>Total College Credits</b>		<b>15</b>

## WINTER: QUARTER TWO

AHE 120	Safety for Healthcare	2
AHEA 100	Medical Law and Ethics	3
AHEA 102	Introduction to Medical Administration	5
IBEST 32	Academic Support Class	5*
<b>Total College Credits</b>		<b>10</b>

## SPRING: QUARTER THREE

AHEA 104	Introduction to Billing and Coding	5
AHEA 106	Medical Computer Systems	5
IBEST 33	Academic Support Class	5*
<b>Total College Credits</b>		<b>10</b>

\*Academic Success Class is pre-college credit and tuition-free.

## TUITION



### Notes about paying:

- Students may be eligible for Financial Aid or Workforce Education grants that help pay for classes and books
- Academic support class is free
- Payment plans are available

To start the I-BEST Program, call, email or visit the I-BEST Navigator:

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