

Industry Credentials, Concentration Sequences, and Career Clusters

Medical Administration (6731)

Industry Credentials:

These apply only to 36-week courses

- Certified Medical Administrative Assistant (CMAA) Examination (NHA)
- Electronic Health Record Certification (EHRC) Examination
- Medical Administrative Assistant Certification (MAAC) Examination
- Medical Coding and Billing Specialist (MCBS) Examination
- National Certified Insurance and Coding Specialists (NCICS) Examination
- Nationally Registered Certified Administrative Health Assistant (NRCAHA) Examination
- Nationally Registered Certified Coding Specialist (NCCS) Examination

Concentration Sequences:

*A combination of this course and those below, equivalent to two 36-week courses, is a **concentration sequence**. A **program completer** is a student who has met the requirements for a CTE concentration sequence and all other requirements for high school graduation or an approved alternative education program. Students wishing to complete a specialization may take additional courses based on their career pathways.*

- Accounting
- Accounting, Advanced
- Business Law (18 Weeks)
- Business Law (36 Weeks)
- Business Management (18 Weeks)
- Business Management (36 Weeks)
- Computer Information Systems (18 Weeks)
- Computer Information Systems (36 Weeks)
- Computer Information Systems, Advanced (18 Weeks)
- Computer Information Systems, Advanced (36 Weeks)
- Design, Multimedia, and Web Technologies (18 Weeks)
- Design, Multimedia, and Web Technologies (36 Weeks)
- Design, Multimedia, and Web Technologies, Advanced (18 Weeks)
- Design, Multimedia, and Web Technologies, Advanced (36 Weeks)

- Digital Applications (18 Weeks)
- Digital Applications (36 Weeks)
- Information Technology Fundamentals
- International Baccalaureate Business Management
- International Baccalaureate Information Technology in a Global Society
- Introduction to Health and Medical Sciences (18 Weeks)
- Introduction to Health and Medical Sciences (36 Weeks)
- Medical Terminology (18 Weeks)
- Medical Terminology (36 Weeks)
- Office Administration (18 Weeks)
- Office Administration (36 Weeks)
- Office Specialist III-Preparation
- Office Specialist II-Preparation
- Office Specialist I-Preparation
- Principles of Business and Marketing (18 Weeks)
- Principles of Business and Marketing (36 Weeks)

Career Clusters, Career Pathways, and Occupations:

- Business Management and Administration
 - Administrative Support
 - Executive Assistant
 - Front Office Assistant
 - Medical Transcriptionist
 - Office Manager
 - Receptionist
 - Records Processing Assistant
 - Business Information Management
 - Administrative Assistant
 - Communications Equipment Operator
 - Data Entry Specialist
 - Front Office Assistant
 - Medical Transcriptionist
 - Records Processing Assistant
- Health Science
 - Support Services
 - Administrative Assistant
 - Communications Equipment Operator

- Data Entry Specialist
- Front Office Assistant
- Medical Transcriptionist
- Records Processing Assistant
- Information Technology
 - Information Support and Services
 - Administrative Assistant
 - Communications Equipment Operator
 - Data Entry Specialist
 - Front Office Assistant
 - Medical Transcriptionist
 - Records Processing Assistant