



## MEDICAL ASSISTANT

*The front lines of patient care*

### What will I do as a Medical Assistant?

When you visit the doctor, you've likely spoken with a Medical Assistant as you described the issues that brought you there.

Medical Assistants prepare patients to see doctors by taking measurements and gathering valuable information that will be used in diagnosing the source of a patient's problems. Medical Assistants also set up exam rooms, give immunizations, take EKGs, and perform various lab tests.

In addition, they may be required to perform certain administrative tasks, such as scheduling appointments, ordering supplies, filling out insurance forms, handling correspondence, and maintaining patient charts.

### What careers are available after I graduate?

Medical Assistants work anywhere doctors need screening and other assistance, including private or clinical settings, large-group practices, HMOs, clinics, medical centers, medical institutions, research centers, laboratories, nursing homes, specialized care centers, and hospitals, you will find medical assistants.

#### West Covina

2101 W. Garvey Ave. N.  
West Covina, CA 91790

626.960.5046

#### Pomona Valley

170 W. Holt Ave.  
Pomona, CA 91768

909.623.1552

#### Pasadena

530 E. Union St.  
Pasadena, CA 91101

626.796.5815

#### Glendale

221 N. Brand Blvd.  
(lower level)  
Glendale, CA 91203

818.242.0205

#### Riverside

4550 La Sierra Ave.  
Riverside, CA 92505

951.351.7150

#### Santa Ana

1840 E. 17th St.  
Santa Ana, CA 92705

714.550.8000

#### Long Beach

3799 E. Burnett St.  
Long Beach, CA 90815

562.498.4500



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