

OPHTHALMIC MEDICAL ASSISTANT CERTIFICATE

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CERTIFICATE NUMBER 1501

The Ophthalmic Assistant Program will serve as your initial education program for learning and understanding the core level of care for entry into the fascinating world of eye care in a clinical/office setting. The program will focus on learning how to assist and work with Ophthalmologists. Included will be an overview of patient services and even assisting with minor surgical procedures and instrument care and maintenance. Special attention will be given to complete comprehensive eye examinations, including chief complaints and history taking. Anatomy and Physiology of the visual system, eye terminology, general medical knowledge, as well as, hands on skill instruction. The Ophthalmic Assistant program serves as a pathway to excellent job opportunities and a lifelong and challenging career with the future opportunity of becoming a Certified Ophthalmic Assistant (COA).

JOB TITLES: Ophthalmic Medical Assistant/Technician

ATTIRE: In order to project a professional image, business casual attire is required. Shirts need to be 2" below the waist band even when sitting or raising arms. *Unacceptable attire includes:* tank, halter, or tube tops, spaghetti straps, mini-skirts or -shorts, cut-off shorts, any garment that is too revealing of your back, mid-drift, or chest, and inappropriate graphics or lettering, etc. Scrubs will be worn for clinical/lab time.

ENTRY REQUIREMENTS: Must be 18 years of age. High School diploma or G.E.D. Must be able to obtain a Level I Fingerprint clearance card, background check, and drug screening required before starting program.

LOCATION: Maricopa Skill Center 1245 E Buckeye Rd. Phoenix, AZ

CLASS TIME: Class times will vary between 8:00AM-5:00PM Mon-Thur. Evening classes may be available

| CATALOG ID | COURSE NAME | EST.HOURS | EST.TUITION | PROGRAM LAB FEES |
|------------------|--|--|-------------|------------------|
| BLOCK I | | | | |
| ESP 150 | Strategies for Student Success | 48 | \$240.00 | \$15.00 |
| ESP 108B | Keyboarding II | 36 | \$180.00 | \$26.00 |
| ESP 112 | File Management | 9 | \$45.00 | \$5.00 |
| ESP 113 | Media Shifting | 9 | \$45.00 | \$10.00 |
| ESP 152A | Microsoft Word: Basic | 42 | \$210.00 | \$5.00 |
| ESP 122 | Database for HealthCare | 42 | \$210.00 | \$0.00 |
| BLOCK II | | | | |
| OPH 101 | Introduction To Eye Care | 42 | \$210.00 | \$10.00 |
| OPH 110 | Ocular Medical Terminology, Abbreviations & Disease Processes | 42 | \$210.00 | \$10.00 |
| OPH 112 | Clinical Theory and Skills | 150 | \$750.00 | \$20.00 |
| OPH 114 | Basic Skills & Ocular Assessment | 150 | \$750.00 | \$20.00 |
| BLOCK III | | | | |
| OPH 190 | Ophthalmic Assisting Externship | 120 | \$600.00 | \$27.00 |
| ESP 118 | Career Readiness | 12 | \$60.00 | \$26.00 |
| Program Totals | *Completion times and program costs are estimated based on a 24-hour per week schedule & 20-hour per week for evening option, your actual costs will vary. Book Fees = Actual Cost to reflect cost of books at time of purchase. | ESTIMATED HOURS 702 ESTIMATED TUITION \$3,510.00 LAB FEES \$174.00 ESTIMATED TOTAL* \$3,684.00 BOOK FEES ACTUAL COST | | |