

MEDICAL RECORDS INFORMATION TECHNICIAN



Class starts June 1, 2020

This is a hybrid offering that combines a certificate, college credit, and micro-credentials (badges); with pathways towards employment and education.

Class Ends August 21, 2020

For More Information or to Register Contact:

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**MAINE
QUALITY
CENTERS**

SUPPORT FOR WORKFORCE TRAINING
A PROGRAM OF MAINE'S COMMUNITY COLLEGES

"This training is free and provided through Maine Quality Center Funding and open to Maine residents 18 years of age or older, with a high school diploma or GED, who are unemployed, underemployed or displaced workers, and have access to a computer and internet access."



Eastern Maine
Community College

Katahdin Higher Education Center



Enrollment Requirements:

- *Must be at least 18 years old*
- *Must have a High School Diploma or GED*
- *Must be unemployed, underemployed, or displaced worker*
- *Must have a Computer with Internet Access*

Candidates with a success completion of this program would receive a Certificate in Medical Terminology, a Customer Service Excellence Macro Badge, and 4 credits in ENG101.

Program Outline:

- Medical Terminology 1 & 2
- College Composition
- Customer Service Excellence Pathway
- Employability Skills
- Intro to Computer Applications

Total Program Credits: 8

