

A Medical Office Assistant Program **Like No Other**



Medical Office Assistant Diploma Online

BryanCollege
Since 1940

The Medical Office Assistant Industry is Growing...

Expanding Job Market

Jobs for medical office assistants are expected to increase 8.4 percent through the year 2028.¹

Bryan College can fast-track you to success, giving you the education, skills, and confidence to qualify for a great job in less than a year!

Attractive Career Opportunities

A Medical Office Assistant (MOA) diploma from Bryan College can put you on the path to varied job opportunities² in a rewarding field such as:

- Medical Office Assistant – help keep the healthcare organization running smoothly and efficiently by coordinating operations
- Hospital Records Administrator – manage patient health information and medical records, administer computer information systems, and collect and analyze patient data
- Medical Secretary/Healthcare Receptionist – handle patient intake, insurance verification, and medical record creation
- Medical Administrator in Hospitals – communicate and support patients, collect data from patients to assist in managing their accounts, and coordinate medical office activities

Diverse Work Settings

With hands-on training and the right preparation from a top school, you could find yourself working in a career you love. Graduates may find themselves working in a variety of settings such as:

- Hospitals
- Hospices
- Insurance Offices
- Long Term Care Facilities
- Behavioral Health Settings
- Physician offices
- Health Information Vendors

**CPR Certification
Included With
Program Tuition!**

Gain the Skills Employers Need:

Graduates complete the program job-ready with specialized competencies employers need, including:

- Medical office software applications and technologies including Accuro
- Medical terminology
- Medical transcription
- Body systems and disease
- Medical emergencies
- Medical administrative procedures and workflows
- Medical records and insurance forms
- Medical inventory management
- Patient intake, scheduling, and coordination
- Diagnostic and medical procedures
- Medical billing including WSIB
- Written and oral communications

**Gain job-ready
skills using
industry software
such as Accuro!**

Attend from the Comfort of Home - 100% Online

At Bryan College, we believe that success in the field of medical office assisting demands a different approach to education. That's why we built a more innovative, interactive learning environment that is personalized to your needs. You'll receive:

- Live webcam interactions with instructors and experts right from home
- Collaborative networking with peers
- Personalized learning using an interactive, adaptive online format
- Performance reports to help you track your progress and stay on top
- Timely, targeted coaching and feedback to help you learn faster and retain more



Medical Kit for At-Home Practice Included!

Job Placement Preparation and Assistance

Bryan College's Career Services department will provide you assistance with job search, resume preparation, and interviewing skills. You can begin working with career services prior to graduation to ensure you are fully prepared upon completion.

“The Medical Office Assistant program gave me the skills and confidence I needed to work in the field. The instructors were extremely knowledgeable and always available for support. Attending Bryan College was the best decision to achieve my career goals.”

-Kelly DaPonte, MOA Graduate

10 More Reasons to Choose Bryan College

1. Tuition Lock Guarantee.

We lock your tuition rate once you enroll, which means it can never go up! Financial aid available if you qualify.

2. Books and Courseware Included.

We take care of shipping your textbooks, if applicable, and provide you easy access to electronic courseware.

3. Focus on Employment.

You'll graduate with a degree targeted for a specific job market and earn skills that match employers' needs.

4. Job Search Assistance.

As a graduate, you'll receive career search services, including job networking best practices, sharpening your interview skills, and creating an eye-catching resume.

5. Learn by Doing.

You'll develop real-world skills by completing simulated job tasks and using industry technologies.

6. Return for Refresher Classes.

As a graduate, you'll have the privilege of auditing previously completed courses still being taught—at no charge—to keep your skills sharp.

7. Accelerated Programs.

You can get started – and finish – fast. We also pre-register you so there are no waiting lists.

8. Faculty Who Put You First.

Our faculty provide you with personalized, individual attention and support.

9. Career Kits Included With Program.

Once you enroll, we provide you a career kit package to ensure you're ready to start school and get a jump-start with the tools to ensure your success.

10. History of Excellence.

We have a 83-year track record of preparing graduates for successful careers since 1940.





8.4%

- The expected growth rate in jobs for medical office assistants through the year 2028.¹

¹Lightcast Occupation Overview for medical office assistants in Canada. Last visited on December 6, 2022.

²Example occupations shown herein do not imply a guarantee of employment. Students are responsible for conducting occupational research for their chosen program. Employers have unique hiring practices and job-specific requirements, which may include years of experience for manager positions. Graduates with little to no prior experience should expect an entry-level position.

Advance Your Career—Starting Today

Visit www.BryanCollege.ca
Call 1-888-641-6300



Financial assistance available for those who qualify. Registered as a private career college under the Private Career Colleges Act, 2005.

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