

BryanCollege Since 1940



Medical Office Assistant Program Online

The Medical Office Assistant Industry is Growing¹...

Expanding Job Market

Jobs for medical office assistants in Ontario are expected to increase 17.9 percent through the year 2033, which is *higher* than the national average.¹ Bryan College can give you the education, skills, and confidence to qualify for a great job in less than a year!

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 Employers

Medical Office Assistant professionals have a range of opportunities for employment such as:

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

**CPR Certification
Included With
Program Tuition!**

Skills You Learn

As a student at Bryan College, you'll gain the following skills with a curriculum 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
- Patient intake, scheduling, and coordination
- Medical billing
- Written and oral communications

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

Hands-On Training With Accuro EMR Software

Students in Bryan College's MOA program gain valuable exposure to healthcare technologies used in real clinical environments, including Accuro EMR software.

Accuro is an electronic medical records platform widely used in healthcare settings to support the organization and management of patient information, including scheduling, charting, billing, referrals, and overall clinic communication.

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. In our online learning environment you'll receive:

- Live webcam interactions with instructors and experts right from home
- Collaborative networking with peers
- Online learning from the comfort of your home
- Academic feedback to support your learning



Medical Kit for At-Home Practice Included!

An Education That Fits Your Schedule

Bryan College's Medical Office Assistant program is flexible, with morning or evening live classes that fit your schedule. You'll progress through one course at a time - each just 2-8 weeks - creating a clear, manageable path to building your skills.

Build Confidence With a Foundation in Medical Terminology

Our program prepares you for the workforce with an 8-week Medical Terminology course. This addition makes a big difference, helping you feel more confident reading charts, talking with providers, and stepping into real healthcare settings with clarity.

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 Bryan College 100% online Medical Office Assistant program was perfect for me. As a stay-at-home mom with a business, I needed a flexible program. My instructors were very kind and had immense practical knowledge, which gave me the confidence to know that I could do this as a career.”

-Ashley O'Malley, MOA Graduate

10 More Reasons to Choose Bryan College

1. Resources for Learning & Skills Practice.

We provide you with the learning resources and support so you'll gain job-ready skills and confidence.

2. Books, Courseware, and Certifications Included.

We provide you easy access to electronic courseware.

3. Focus on Employment.

You'll graduate with a credential 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 a resume.

5. Learn by Doing.

You'll develop skills by completing relevant assignments.

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. Online Learning Options.

You can study from the comfort of your home.

8. Faculty Who Put You First.

Our faculty provides you with academic 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 an 86-year track record of preparing graduates for successful careers since 1940.





17.9%

**The expected growth rate in jobs
for medical office assistants
through the year 2033.¹**

¹Lightcast Occupation Overview for medical office assistants in Ontario. Last visited on February 12, 2026.

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 career college under the Career Colleges Act, 2005.