

NEW! REGISTERED BEHAVIOR TECHNICIAN

Occupational Outlook

What Registered Behavior Technicians (RBT) Do

An RBT is a paraprofessional who practices under the supervision of a BCBA or BCaBA. The RBT's primary responsibility is the direct implementation of treatment plans developed by the supervisor.

RBT Training Requirement

The RBT training is for educators, parents or other professionals who would like to learn evidence-based Applied Behavior Analysis (ABA) principles and strategies for helping clients or family members with developmental behavior challenges. You must be 18 or older and a high school or equivalent graduate.

Job Outlook

Employment of psychiatric technicians* is projected to grow 5% from 2014 to 2024, about as fast as the average for all occupations.

*Information provided by onenetonline.com. Behavioral Technicians are considered under this job title.

This training program is based on the Registered Behavior Technician Task List and is designed to meet the 40-hour training requirement for the RBT credential. The program is offered independent of the BACB. For a detailed breakdown of the requirements, visit the BACB website at <http://bacb.com/>

DCB 2113-01 T-R 5/2-6/8 6-9pm KSU \$399



MEDICAL ADMINISTRATIVE ASSISTANT

Occupational Outlook Information

What Medical Administrative Assistants Do

Medical Administrative Assistants review and answer practice correspondence, use a computer to accomplish office tasks, schedule appointments, and greet patients. They also update and maintain practice-specific information.

Education

Upon completion, students can sit for the Certificated Medical Administrative Assistant exam.

Pay

\$30,000 annually. Entry-level wages are often lower than the median.

Skills

Medical Administrative Assistants should be able to convey information effectively, have good listening skills, be service orientated, possess good reading comprehension and be able to multi-task.

Work Environment

Certified Medical Administrative Assistants keep healthcare offices running efficiently and effectively. Medical Assistants are often the first to greet and help patients, and can help set the stage for a patient's experience.

Job Outlook

Employment of medical administrative assistants is expected to increase 21% by 2024.

Source: Onetonline.com

Approved by the National Healthcareer Association, this six month, 200 hour program is designed to prepare students to earn the Certified Medical Administrative Assistant (CMAA) credential. Students learn Microsoft Word and Excel, healthcare documentation and reimbursement, medical terminology, basic anatomy, and medical office management skills. Students receive e-books and a voucher to take the CCBMA exam after course completion.

DCB 1168-12 ONLINE \$1,995