

AMCA provides options for certification holders to complete career advancement volumes and programs to earn credits towards certification renewal. If you wish to earn credits using AMCA provided programs, AMCA offers:

- Career Advancement Volumes
- Career Advancement Certificate Programs

**Career Advancement Volume Objectives**

Volume 7 - HIPAA

1. Discuss state and federal law related to patient privacy.
2. Describe examples of inappropriate use of social media.
3. Identify strategies for reducing the risk of using social media; Understand changes with HIPAA related to COVID-19 pandemic.
4. Understand patient privacy concerns associated with the acquisition, transmission, and sharing of clinical photographs among health-care providers.
5. Establish a basic understanding of the Health Insurance Portability and Accountability Act (HIPAA).

Volume 8 – CDC & Contact Precautions

1. Review evidence from national literature supporting adherence to standard precautions.
2. Discuss strategies to promote adherence to standard precautions among healthcare workers.
3. Understand the effectiveness of contact precautions against transmission of multi-drug resistant organisms.
4. Describe the difference between contact, droplet, and airborne precautions against transmission of respiratory viruses.
5. Understand the application of infection prevention and control in pediatric patient populations.

Volume 9 – Telehealth

1. Understand the purpose, strengths, and weaknesses of text messaging utilization in Telehealth.
2. Understand the significance of information gaps regarding the long-term effects, acceptability, costs, and risks of mobile health (mHealth).
3. Discuss the impact of the shift to virtual healthcare and the changes related to the medical assistant role in the context of national professional competency standards.
4. Discuss the potential health gaps created by numerous available mobile health applications.
5. Describe examples of the relation between network communication systems, sensor technologies, and Telehealth.

Volume 10 – Accurate Medical History

1. Discuss the importance of obtaining an accurate family medical history and its’ significance with identifying risk factor for chronic diseases.
2. Discuss the importance of combining accurate history taking and empathetic communication for effective clinical decision making and patient satisfaction.
3. Review the value of the patient interview and electronic questionnaire methods of health history data collection.
4. Review the significance of medical history and patient/family communication as a mainstay of accurate diagnosis.
5. Discuss the importance of accurate medication reconciliation and keeping updated medication records.

Volume 11 – New Medical Devices

1. Distinguish the difference between mobile cardiac telemetry and event/Holter monitors as well as review the pros and cons of each medical device.
2. Discuss the role of the medical assistant in the application of the small bowel capsule endoscopy.
3. Review proper sterilization technique of reusable medical equipment via autoclaving.
4. Review and understand newer automated external defibrillator devices in the treatment of ventricular fibrillation.
5. Evaluate the benefits of wearable wireless electrocardiogram (EKG) patches in the monitoring and treatment of cardiac arrhythmias.

Volume 12 – Taking Vital Signs

1. Establish the importance of maintaining manual blood pressure measurement skills in comparison to relying on automated blood pressure measurement.
2. Review common errors made when measuring blood pressure and discussing techniques to avoid such errors.
3. Understand the importance of accurate body temperature in diagnosis and review four noninvasive peripherally methods of measuring body temperature.
4. Review the knowledge and skills required for accurate manual pulse measurement to safely care for patients.
5. Discuss how to measure and record accurate respiratory rate.

**Comparison**

**Career Advancement Volumes**

- Value: 10 CEUs
- Cost: \$158.00
- Comprised of 5 articles (3-5 pages) and 5 assessments (5 questions each)
- Time to complete: 30 days
- Included: Digital badge
- Not Included: Certification renewal

**Career Advancement Certificate Programs**

- Value: 10 CEUs
- Cost: \$158.00
- Comprised of 1 workbook (15-30 pages) and 1 assessment (50 questions)
- Time to complete: 60 days
- Included: Digital badge
- Not Included: Certification renewal
- Certificate earned never expires

**Career Advancement Certificate Programs (CACP) Descriptions**

Essential Soft Skills Certificate Program

Today’s job market is flooded with articles and data proving candidates don’t have the basic soft skills to communicate, shake hands, write a cover letter, and more. AMCA’s Essential Soft Skills certificate program will help you gain the knowledge and confidence to complement your career.

Financial Literacy Certificate Program

AMCA’s Financial Literacy self-study certificate program will teach you knowledge of financial topics such as credit scores, student loans, mortgages, taxes, savings accounts and more.

Professional Instructor Certificate Program

AMCA’s Professional Instructor Certificate program provides educators with a stackable credential that increases marketability and promotes career advancement. This self-study program is general across all industries and will help increase your professional presence as an educator while enhancing today’s classrooms.