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## Central Florida Institute



Employment Focused  
Education

**888-831-8303**  
**www.cfainstitute.com**

Campus Locations:

**Orlando Area**  
6000 Cinderlane Parkway  
Orlando, FL 32810  
407-253-5354

**Tampa Bay Area**  
30522 US Hwy 19  
Palm Harbor, FL 34684  
727-786-4707

## Central Florida Institute



Employment Focused  
Education



Hands-On, Short-Term  
Medical & Dental Training

**888-831-8303**

## Why CFI?

Smaller class sizes with instructors who bring  
hands-on, practical, real-world experience to the  
classroom!

Day or evening classes - A class schedule that fits  
YOUR lifestyle!

Student success programs, such as tutoring &  
study skill development, to enhance your  
education & accomplishments.

Strong reputation in the industry. Employers  
know the quality of our training and graduates!



## Medical Assistant programs at CFI offer several different specialties!

Medical Assistants perform administrative and clinical tasks to keep the offices of physicians, podiatrists, chiropractors, and other health practitioners running smoothly. The duties of medical assistants vary from office to office, depending on the location and size of the practice and the practitioner's specialty. In small practices, medical assistants usually do many different kinds of tasks, handling both administrative and clinical duties and reporting directly to an office manager, physician, or other health practitioner. Those in large practices tend to specialize in a particular area, under the supervision of department administrators.



### Medical Assistants with Basic X-Ray

During the Medical Assistant with Basic X-ray diploma program, the student will be taught how to perform clinical duties such as performing electrocardiographs, phlebotomy, vital signs, pharmacology, medical terminology, computer skills, anatomy and physiology and law and ethics. The program also includes a radiology curriculum in compliance with state guidelines for limited practice radiography. Students are taught radiographic positioning, radiation dose, technical factors, image quality, radiation safety, radiobiology, film processing, mathematics and physics. Radiographic examinations included within limited scope of practice for the state of Florida include: skull, spine, upper and lower extremities, chest, abdomen, bone density scanning, and pelvis.

### Medical Assistant / Billing and Coding Specialist

Medical Assistants schedule appointments, maintain medical records, and process billing and coding for insurance purposes. Due to the diverse areas that a Medical Assistant - Billing and Coding Specialist can work in, this career offers you a lifetime of options, which keeps the job interesting and fulfilling. Medical coders assign codes to specific illnesses, injuries and medical procedures that is used across the healthcare system.

### Medical Assistant / Patient Care Technicians (PCT)

PCTs work with doctors, nurses and other healthcare professionals to provide direct patient care in a variety of healthcare environments. Patient Care Technicians often have more contact with the patient than any other healthcare member, including doctors and nurses. PCTs are an important factor in patient recovery, because their close contact with the patient allows them to monitor developing signs of distress.



### Medical Assistants with Cardiovascular Technology

training serve as members of the

cardiovascular team with the ability to independently perform non-invasive procedures within the appropriate scope of practice. The program includes theory and externship experience to enter the medical and /or cardiac fields.



**Dental Assistants with Expanded Functions and Radiology** work closely with, and under the supervision of, dentists performing a variety of patient care, office, and laboratory duties. Dental Assistants sterilize and disinfect instruments and equipment, prepare and lay out the instruments and materials required to treat each patient, and obtain patients' dental records. During dental procedures, assistants work alongside the dentist to provide assistance.



**Cardiovascular Basic Studies / Noninvasive Cardiovascular Technicians** perform noninvasive tests without the need for insertion of probes or other instruments into the patient's body. Cardiovascular Technicians work in a noninvasive capacity to assist physicians in diagnosing and treating heart (cardiac) and blood vessel (peripheral vascular) ailments or diseases. A Cardiovascular Technician (CVT) or Noninvasive Cardiovascular Technician (sometimes called a cardio tech), may specialize in electrocardiograms (EKGs), Holter monitors, and stress testing.



Sometimes a Cardiovascular Technician is referred to as a Cardiographic or EKG Technician.

**Invasive Cardiovascular Technology or Cath Lab Techs<sup>+</sup>** assist physicians with cardiac catheterization procedures. Catheterization involves inserting a small tube, known as a catheter, into a patient's blood vessel and then into the heart. The procedure is done to determine whether the patient has a blockage or heart disease. The procedure may also involve balloon angioplasty, which can be used to treat blockages of blood vessels or heart valves without the need for heart surgery. During the procedures, they monitor



patients' blood pressure and heart rate with EKG equipment and notify the physician if something appears to be wrong.

### Echocardiography Sonography<sup>+</sup> /Echocardiography Technician or Echo Techs

Echocardiography was introduced as a non-invasive application of cardiac ultrasound. The medical community refers to this procedure as an ECHO and it is an invaluable diagnostic tool used to evaluate and diagnose various types

of heart disorders and diseases. The Echo Tech student is taught to use ultrasound instruments to create an image of the patient's body. Images of the heart are called echocardiograms. The image is transmitted to a screen and is recorded on videotape or as a photograph for the physician to use in determining a diagnosis. The Echo Tech is trained



to check the image on the screen as they scan to look for differences between healthy and diseased areas. The tech is the one who decides which images to include in the report to the physician. Graduates are trained to work as a qualified cardiac sonographer in an allied health environment.

### Surgical Technology<sup>+</sup>

Surgical Technologists, also known as Operating Room Technicians or Scrub Techs serve as an integral part of the surgical team. Surgical Technologists assist in preparing the operating room suite with the proper equipment and supplies for each surgical procedure. The Surgical Technologist is responsible for setting up and maintaining a sterile environment while assembling the sterile instruments, drapes, and other specialty supplies that may be needed. During the surgical procedure, the technologist must be able to multi-task the responsibilities of passing instrumentation, handling specimens, and making sure that the patient's safety is never compromised. A Surgical Technologist must possess an expertise in aseptic technique, anatomy, and a variety of surgical procedures in order to anticipate the needs of the surgeons and other members of the surgical team.



### Diagnostic Medical Sonography or Ultrasound Techs<sup>+</sup>

use ultrasound to produce 2D and 3D images of the body. The most familiar procedures are the x-ray and the magnetic resonance imaging or MRI. Sonography is commonly associated with obstetrics and the use of ultrasound imaging during pregnancy, but this technology has many other applications in the diagnosis and treatment of medical conditions throughout the body. Sonographers operate the equipment, which collects reflected echoes and forms an image that may be videotaped, transmitted, or photographed for interpretation and diagnosis by a physician. In addition to working directly with patients, diagnostic medical sonographers keep patient records and adjust and maintain equipment. They also may prepare work schedules, evaluate equipment purchases, or manage a sonography or diagnostic imaging department.



**Polysomnographic Technologist or Sleep Studies Techs<sup>+</sup>** perform overnight polysomnograms on those with suspected sleep disorders. PSG Techs collect data using PSGs (polysomnograms), which collect EEG, EOG, EMG, and ECG as well as respiratory flow and effort. While the subject is sleeping, the technologist looks for episodes of sleep apnea using pressure-sensitive thoracic and abdominal belts to measure the effort to breathe, thermistors or thermocouples placed over the mouth and nostrils to measure airflow, and a pulse oximeter probe to measure blood oxygen content.

# Central Florida Institute



*As a graduate of CFI, enjoy a progressive career that is in high demand! In the state of Florida, career opportunities for these programs show a 32% increase through 2009-2019.\**

*The regional state growth rate exceeds the national growth rate by 3%.\**

### Don't Wait Any Longer!

Call today & set up an appointment to tour a CFI location near you!

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Sources: State and Occupational Data Sources:  
Florida Agency for Workforce Innovation,  
U.S. Bureau of Labor Statistics and American Community Survey