



Miami Valley Career Technology Center Press Release

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For Immediate Release –*April 2010*

MVCTC Medical Office Management Student, Courtney Edmondson Hired as Office Clerk

Clayton, Ohio –Miami Valley Career Technology Center (MVCTC) senior Medical Office Management student, Courtney Edmondson (Wayne) was recently hired by Professional Psychological Services as an Office Clerk.

MVCTC students that meet the grade and attendance requirements are able to work in a job that is consistent with their career technical program the second semester of the school year as an Advanced Placement position. This provides students the opportunity to put to use what they have learned in their career technical lab. Students attend MVCTC in the morning for their academic classes and go to their qualified place of employment in the afternoon. The career technical instructor and employer work together and grade the student on their performance at the Advanced Placement position. This is a wonderful opportunity for students to learn first-hand about their chosen career field and often times can lead to full-time employment upon graduation.

A student in the Medical Office Management program will study office technology, Microsoft Office software, medical records management, medical reports, medical office procedures, medical terminology, and medical office software. Students who successfully complete the MVCTC Medical Office Management program can provide general administrative functions for medical offices or specialize as transcriptionists, billing specialists, ICD-9 coding specialists, and insurance processors or records managers. All students enrolled in the Medical Office Management program have the opportunity to receive a \$3,000 Tech Prep scholarship to Sinclair Community College if all requirements are met.

For more information about the Medical Office Management program or any of the other exciting career programs offered at MVCTC, please visit www.mvctc.com.

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Photo: MVCTC Medical Office Management student Courtney Edmondson (Wayne) hired recently as an Office Clerk for Professional Psychological Services of Dayton.