



Medical Office Management Training Program

15676 State Route 691
Nelsonville, OH 45764
(740) 753-3511

DATE	DAY	TIME	COURSE
9/19/2008	Friday	10:00 a.m. - 11:30 a.m.	PROGRAM ORIENTATION
9/22/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
9/24/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
9/29/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/1/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/7/2008	Tuesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/9/2008	Thursday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/13/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/15/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/20/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/22/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/27/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
10/28/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
10/30/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
10/31/2008	Friday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/3/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/4/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/5/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/6/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/10/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/11/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/12/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/13/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training



Medical Office Management Training Program

15676 State Route 691
Nelsonville, OH 45764
(740) 753-3511

DATE	DAY	TIME	COURSE
11/17/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/18/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/19/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/20/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/24/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
11/25/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
11/26/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/1/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/2/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/3/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/4/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/8/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/9/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/10/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/11/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/15/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/16/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/17/2008	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/18/2008	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/22/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/23/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
12/29/2008	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
12/30/2008	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/5/2009	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/6/2009	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/7/2009	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/8/2009	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training



Medical Office Management Training Program

15676 State Route 691
Nelsonville, OH 45764
(740) 753-3511

DATE	DAY	TIME	COURSE
1/12/2009	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/13/2009	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/14/2009	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/15/2009	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/20/2009	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/21/2009	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/22/2009	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/26/2009	Monday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/27/2009	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
1/28/2009	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
1/29/2009	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
2/2/2009	Monday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
2/3/2009	Tuesday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
2/4/2009	Wednesday	9:00 a.m. - 4:00 p.m.	Medical Office Management - Office Training
2/5/2009	Thursday	4:30 p.m. - 8:30 p.m.	Medical Office Management - Medical Office Training
2/6/2009	Friday	10:00 a.m. - 1:00 p.m.	Medical Office Management - NCCT Testing
STUDENTS MUST COMPLETE A MINIMUM OF 25 HOURS INTERNSHIP EXPERIENCE (TO BE ASSIGNED BY PROGRAM MANAGE			

15676 State Route 691
Nelsonville, OH 45764
(740) 753-3511

HOURS
1.5
6.5
6.5
6.5
6.5
6.5
6.5
6.5
6.5
6.5
6.5
6.5
4
4
6.5
6.5
4
6.5
4
6.5
4
6.5
4

15676 State Route 691
Nelsonville, OH 45764
(740) 753-3511

HOURS
6.5
4
6.5
4
4
6.5
4
6.5
4
6.5
4
4
4
6.5
1.5
3
3EI