

Medical Secretary with Digital Technologies

West College Scotland

Venues

Clydebank Campus
Paisley Campus

Content

You will work towards NPA's in the following:

Medical Reception; Administration: Information Technology and Audio; Medical Reception; Administration: Medical (Administrative Secretary); Data Science.

You'll learn about:

Medical Terminology; Medical Administration, Reception and Records; Medical Word Processing; Medical Audio IT; Data Science.

This course also includes work experience in a hospital or general practice.

Start Date

August

Qualification

NQ

Study Method

Full time

Course Length

1 year

Department

Business, Administration and Accounting

Entry Requirements

3 subjects at National 5 including English and Maths. Entry subject to interview and personal statement.

SCQF Level

5

SCQF Points

«SCQFPoints»

Progression Routes

HNC Administration and IT

Combination Courses

«htmlCombinationCourse»

«htmlCombinationUCASCode»

Address

Renfrew Road
Paisley
Renfrewshire
PA3 4DR

Website

www.westcollegescotland.ac.uk