

Medical Reception

Administration Pathway – Medical Reception

Course Information

OVERVIEW

Advance your medical career in more ways than one

Working in medical business administration can be hugely rewarding. Choosing a medical administration course to secure one of these roles means you are arriving at interviews prepared. Learn the scope and nature of medical and pharmaceutical terminology, understand anatomical terms, and balance out technical medical administration course learnings with some great business communication modules. This medical business administration course also teaches project management skills, and you can study at your own pace while working. Enrol today to start reaching your full potential.

- Gain a Certificate in Medical Terminology
- Approach planning and execution of work projects with a professional edge
- Become a qualified Medical Receptionist
- Gain advanced administration skills
- Learn how to use Xero software
- Gain a comprehensive understanding of MS Excel, Word & Outlook

Ready to become unstoppable?
Enrol now and start your journey today.

[Enrol Now](#)[Course Content](#)

INVESTMENT

€1,499

COURSE DURATION

400 hours

COURSE TIMEFRAME

18 months