

Healthcare Management Programs

Are you a compassionate and caring individual looking to kick-start or accelerate your career in healthcare industry? You have come to the right place! Earning a certificate or diploma from Joshua Career Institute (JCI) in Medical Record Tech, Healthcare Info Tech, Billing & Coding, Medical Office Assistant, is right around the corner. The JCI Healthcare Management programs allow you to integrate your passionate qualities in providing outstanding and much needed healthcare services, your patients desperately need and deserve.



At JCI, we are passionate and committed to preparing students to provide their patients with quality healthcare services, by instilling in them the knowledge and ethical values of professional practice. Our graduates enter the highly-demanded healthcare profession with the skill sets and confidence required to be successful in their chosen specialization. Students are expected to meet the admission requirements shown below before full acceptance into the JCI programs

Healthcare Management Options

JCI Healthcare Management Program options include the following:

1. Healthcare Information Technician
2. Medical Record Technician
3. Medical Billing and Coding

4. Medical Data Analyst
5. Medical Office Assistant
6. Medical Office Manager

Admission Requirements

All students are required to meet the following admission requirements:

1. Proof of education requirements
2. Proof of US Residency requirements.
3. Correctly and fully complete the admission package
4. Successfully complete the program orientation process

Material & Equipment Requirements

To make your online experience enjoyable and trouble-free, students are required to meet the following material and equipment requirements before the online orientation date:

1. Own or have access to a computer or laptop with Windows 7 or better.
2. Laptop (with wireless mouse) must be compatible with Microsoft Office software, if you are not sure, e-mail admin@joshuaci.com.
3. Have access to High Speed Internet with Mozilla Firefox Browser.
4. Ensure that their computer or laptop is able to download software from the Internet.
5. Ensure that their computer or laptop is able to **display** Adobe PDF, Microsoft Word and Excel without problems.
6. Have an e-mail account which the student checks daily.
7. Install Microsoft Office 2010 or 2013 on their computer or laptop.
8. Please note that JCI does not provide technical support to students.