

Winter 2027

Medical Office Administrator - Term B

The Medical Office Administrator Program is a Hybrid program.

Students can enroll in the program on a full-time basis or register in courses on a course-by-course basis.

ONLINE APPLICATION FOR ADMISSION IS REQUIRED AND STUDENTS MUST BE ACCEPTED BEFORE THEY MAY REGISTER

COURSE #	COURSE NAME	ROOM #	DATE	DAY	TIME	INSTRUCTOR
ADMN 1211	Anatomy and Terminology 1*	1027	Jan. 12 - Mar. 2	T/TH	9:00 am – 12:00 pm	Bridget Carroll
HESA 1400	Practitioner Self-Care and Stress Management*	Asynchronous	Jan. 12 - Apr. 20	-	-	Tina Toal
CMNS 1100	Professional Communications	1027	Jan. 25 - Mar. 8	M/W/F	1:00 pm – 3:30 pm	Catherine Wark
ADMN 1212	Anatomy and Terminology 2	1027	Mar. 4 - Apr. 13	T/TH	1:00 pm - 3:30 pm	Bridget Carroll
HESA 1201	Intermediate First Aid	TBD	Apr. 14, Apr. 15	W/TH	8:30 am - 5:00 pm	TBD
HESA 1350	WHMIS	1027	Apr. 22	TH	9:00 am - 1:00 pm	Catherine Wark

Students who qualify to participate in Practicum in the Winter 2027 term, please see below.

COURSE #	COURSE NAME	ROOM #	DATE	DAY	TIME	INSTRUCTOR
	Pre Practicum Seminar	1027	Apr. 22	TH	1:00 pm – 3:00 pm	Bridget Carroll
ADMN 1290	Practicum Seminars	Online	May 6, 13, 20 & 27	TH	7:00 pm - 8:00 pm	Bridget Carroll
ADMN 1290	MOA Practicum	In Person	May 3 - Jun. 7	M-F	8:00 am - 4:00 pm	-

This schedule is subject to change and the college reserves the right to modify or cancel courses.

*Please see page 2 for additional class and text book information

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Text Book Information

Please note that students are required to purchase their own textbooks (with the exception of sponsored students).

Student textbook list is available on the program page at <https://rmcollege.sd42.ca/program/moa/>

Additional Class Scheduling Information

All classes	Classes will not be held on: February 15, March 26 and March 29 due to statutory holidays.
ADMN 1211	Prerequisite to Anatomy and Terminology 2
HESA 1400	3 In-person classes: Jan. 12, 1 pm - 3:30 pm, Mar. 2, 3:30 pm - 5:30 pm, Apr. 20, 1 pm - 3:30 pm, Room 1027