



**Bakersfield
Health Careers**
BAKERSFIELD ADULT SCHOOL

2026-2027

MEDICAL FRONT OFFICE

About Medical Front Office

Medical Front Office prepares students for entry-level healthcare roles through classroom and community-based training at no cost. Students develop skills in:

- Patient greeting
- Appointment scheduling
- Record management
- Office inventory upkeep
- Confidentiality practices
- Basic billing, coding
- Medical terminology basics



Participants ages 18–24 may be eligible for paid work experience upon successful completion of the program. Work schedules vary.

SESSION 1

AUGUST 12, 2026 - OCTOBER 9, 2026

SESSION 2

OCTOBER 12, 2026 - DECEMBER 18, 2026

SESSION 3

JANUARY 4, 2027 - MARCH 12, 2027

SESSION 4

MARCH 15, 2027 - MAY 27, 2027

SESSION 5

SUMMER 2027: JUNE 1, 2027 - JUNE 25, 2027



HOURS

Monday - Friday
1:00 pm to 3:00 pm



CLASS LOCATION

BAKERSFIELD ADULT SCHOOL
501 S MT. VERNON AVE
BAKERSFIELD, CA 93307
ROOM #106



No Cost

PROGRAM INCLUDES:

CPR certification



REQUIREMENTS

- Minimum of 18 years of age
- High school diploma/GED
- Submit online MFO application
- Availability for all program meeting days
- Valid California ID/DL
- S.S. Card
- Lift, bend, stoop, walk, stand as necessary for job duties



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