

Medical Spanish Front Office

COURSE DETAILS



Improve Your Life

When it comes to career training, you'll find a lot of posers out there. Con artists that'll try to impress you

with fancy hyperbole. But through all the noise, the distinct sound of success can be heard. Your success. All it takes is a little push. A nudge in the right direction—and your whole life could change. New doors opened. New worlds discovered. New opportunities explored. With CareerStep, it all could happen in just a few weeks.

Elevate Your Skill Set

As an Office Administrator or Manager, you'll work with folks from different backgrounds, all with varying beliefs and needs. That's why clear, concise, empathetic communication is essential. If you want to improve your patients' overall experience and expand your career opportunities within the industry, Medical Spanish for the Front Office is a great way to boost your knowledge and increase your value in the workplace.



Learn Your Way (From Home)

With online training, you can absorb more knowledge and learn more skills—fast.

- Study on a schedule that fits your life
- Progress at a pace that matches your learning style
- Adjust the time and effort you devote to your coursework each day

Receive Coaching and Guidance

When you train with CareerStep, we back you every step of the way—from enrollment through course completion.

- Learner support
- Technical support

"I was very impressed with what CareerStep had to offer. Affordable pricing for a comprehensive program, combined with the support and flexibility I needed. A perfect choice!"

JESSICA, CAREERSTEP LEARNER

Medical Spanish Front Office

MODULES AND ESTIMATED COMPLETION HOURS

Spanish Fundamentals

Introduction

Greetings

More Greetings

More Conversational Phrases

Survival Words

Numbers 0–9

Numbers 10–1000

Colors

Directions

Places

Questions

Time

Months & Seasons

Days of the Week & Dates

Family

Personal Characteristics

Likes & Dislikes

Spanish for the Medical Front Office

Introduction

Receptions

Registration

Places

Insurance Terms & Vocabulary

Job Titles & People

Medical History

Specific Questions

Emergencies & Common Injuries

Parts of the Body

Internal Organs

TOTAL HOURS: 16