



UTAH SYSTEM OF
HIGHER EDUCATION

Utah System of Higher Education
The Gateway, Salt Lake City, UT 84101
801-646-4784

Medical Office Receptionist

Certificate of Completion (Catalog Year: 2025)

Foundational Courses (12 Credits / 360 Clock-Hours)

		Credits	Clock-Hours
TEMA 1000	Introduction to Medical Office Receptionist	2	60
TEMA 1020	Medical Office I	2	60
TEMA 1030	Medical Office II	2	60
TEMA 1040	Anatomy and Physiology	4	120
TEMA 1080	Medical Terminology	2	60