

## DEGREE AUDIT/MAP

| Requirements _____                                    | Total Credits       |
|---|---------------------|
| <b>Medical Assistant _____</b>                        | <b>(27 Credits)</b> |
| Introduction to Medical Assisting _____               | (3) MED111          |
| Clinical Assisting _____                              | (3) MED112          |
| Patient Care _____                                    | (3) MED114          |
| Medical Billing & Coding for the Medical Assist _____ | (3) MED117          |
| Pharmacology _____                                    | (3) MED118          |
| Obstetrics and Gynecology _____                       | (3) MED121          |
| Pediatric Care and Minor Surgery _____                | (3) MED123          |
| Cardiovascular and CPR _____                          | (3) MED126          |
| Externship _____                                      | (3) MED200          |

## MEDICAL ASSISTANT DIPLOMA PROGRAM (MADP)

Medical Assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities. Their duties may vary with the specialty and size of the practice. This occupational field is projected to grow due to a number of factors, including an increase in the aging baby-boom population and the increasing demand for preventative medical services. The Medical Assistant program is designed to train students to acquire the skills and competency necessary to work in a variety of healthcare settings. Training in both administrative and clinical skills produces a well-rounded graduate with the flexibility to meet these growing healthcare needs.

### **MED111- Module A - Introduction to Medical Assisting- 3 credits**

This course begins the study of Medical Assistant practices with an emphasis on medical terminology and basic anatomy and physiology. This course will encompass professionalism in healthcare and vital signs. Students will begin basic vital sign practice and charting. Students will gain the concept of an EHR/EMR by using a simulation that will teach competencies in the charting and practice management tasks required of a modern medical office assistant.

### **MED112- Module B - Clinical Assisting- 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on medical terminology, anatomy and physiology (Musculoskeletal, Integumentary, and Digestive systems) and infection control. Students will continue vital signs practice and charting. Students will gain the concept of the analysis of urine via hand's on objectives and procedures practiced in the school's laboratory.

Students will gain the concept of an EHR/EMR by using a simulation that will teach competencies in telephone techniques and scheduling along with technology and written communication. Charting and practice management tasks required of a modern medical office assistant will continue to be a focus.

### **MED114 -Module C - Patient Care- 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on medical terminology, anatomy and physiology (Blood and Lymphatic & Immune systems), the physical examination and geriatrics. Students will continue vital signs practice and charting. Students will gain the concept of the blood collection via hand's on objectives and procedures practiced in the school's laboratory.

Students will gain the concept of an EHR/EMR by using a simulation that will teach competencies in reception and daily operations of the medical office. Charting and practice management tasks required of a modern medical office assistant will continue to be a focus.

### **MED117 -Module D- Medical Billing & Coding for the Medical Assistant-3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on medical terminology and anatomy and physiology (Reproductive, Respiratory, and Nervous systems). Students will continue vital signs practice, patient interaction through role play, and charting. Students will gain the concept of assisting in obstetrics and gynecology along with microbiology and immunology via hand's on objectives and procedures practiced in the school's laboratory.

### **MED118 -Module E - Pharmacology- 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on pharmacology and assisting in the clinical laboratory. Students will continue vital signs practice, patient interaction through role play, and charting. Students will gain the concept of how to administer medicine via hand's on objectives and procedures practiced in the

school's laboratory. Students will continue to practice billing and coding concepts while gaining the concept of an EHR/EMR by using a simulation that will teach competencies in charting and practice management tasks required of a modern medical office assistant will continue to be a focus.

**MED121 Module F- Obstetrics and Gynecology- 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on medical terminology and anatomy and physiology (Reproductive, Respiratory, and Nervous systems). Students will continue vital signs practice, patient interaction through role play, and charting. Students will gain the concept of assisting in obstetrics and gynecology along with microbiology and immunology via hand's on objectives and procedures practiced in the school's laboratory.

**MED123 Module G - Pediatric Care & Minor Surgery 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on medical terminology and anatomy and physiology (Sensory, Urinary, and Endocrine systems).

Students will continue vital signs practice and charting. Students will gain the concept of how to care for pediatric patients along with how to assist in minor surgery via hand's on objectives and procedures practiced in the school's laboratory

**MED126- Module H-Cardiovascular & CPR 3 credits**

This course is composed of the study of Medical Assistant practices with an emphasis on the Cardiovascular System and Cardiopulmonary Resuscitation. Students will continue vital signs practice, patient interaction through role play, and charting.

Students will gain the concept of CPR and become certified through the American Heart Association via hands on skills assessments. Students will gain the concept of an EHR/EMR by using a simulation that will teach competencies in charting and practice management tasks required of a modern medical office assistant will continue to be a focus.

**MED200- Module X - Externship- 3 credits**

This course provides experience in a selected physician's office or health care facility. The student is supervised and evaluated by qualified medical personnel. The student must have an opportunity for an equal balance of administrative and clinical experience. The student must complete a minimum of 160 hours at the externship site. There is no remuneration for an externship.

**TOTAL CREDITS: 27 credits**