

# Medical Assisting

Health Sciences



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## ABOUT THIS FIELD

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical and laboratory procedures.



## WHAT YOU'LL STUDY

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections and computer operations; learning voice recognition technology; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration and ethical/legal issues associated with patient care.



## WHAT YOU CAN DO

Employment opportunities include physicians' offices, health maintenance organizations, health departments and hospitals.

 **Southwestern**  
COMMUNITY COLLEGE


### PROGRAM START DATES:

Refer to college catalog for deadline dates

### FOR MORE INFORMATION CONTACT:

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# Medical Assisting

## Health Sciences

### CLASSES YOU'LL NEED TO TAKE

#### ASSOCIATE IN APPLIED SCIENCE (AAS) - A45400

Total Semester Hour Credits: 70

##### FALL SEMESTER 1

Prefix	Number	Title	Class	Lab	Clinical	Credit
ACA	111	College Student Success	1	0	0	1
BIO	163	Basic Anatomy and Physiology I	4	2	0	5
ENG	111	Writing & Inquiry	3	0	0	3
MED	110	Orientation to Medical Assisting	1	0	0	1
MED	118	Medical Law and Ethics	2	0	0	2
MED	121	Medical Terminology I	3	0	0	3
MED	130	Admin. Office Procedures I - 1 <sup>st</sup> session	1	2	0	2
MED	131	Admin. Office Procedures II - 2 <sup>nd</sup> session	1	2	0	2
		Totals	16	6	0	19

##### SPRING SEMESTER 1

MAT	143	Quantitative Literacy	2	2	0	3
MED	122	Medical Terminology II	3	0	0	3
MED	140	Exam Room Procedures I	3	4	0	5
MED	150	Laboratory Procedures I	3	4	0	5
		Totals	11	10	0	16

##### SUMMER SEMESTER

ENG	114	Professional Research & Reporting	3	0	0	3
MED	270	Symptomatology	2	2	0	3
MED	276	Patient Education	1	2	0	2
		Totals	6	4	0	8

##### FALL SEMESTER 2

MED	232	Medical Insurance Coding	1	3	0	2
MED	240	Exam Room Procedures II	3	4	0	5
MED	272	Drug Therapy	3	0	0	3
NUT	110	Introduction to Nutrition	3	0	0	3
		Totals	10	7	0	13

##### SPRING SEMESTER 2

HUM	115	Critical Thinking	3	0	0	3
MED	260	MED Clinical Practicum	0	0	15	5
MED	262	Clinical Perspectives	1	0	0	1
MED	264	Medical Assisting Overview	2	0	0	2
PSY	150	General Psychology	3	0	0	3
		Totals	9	0	15	14

### CERTIFICATE OPTION

#### CERTIFICATE - C45400 & C45400CP\*

Total Semester Hour Credits: 13

Prefix	#	Title	Class	Lab	Clinical	Credit
MED	110	Orientation to Medical Assisting	1	0	0	1
MED	118	Medical Law and Ethics	2	0	0	2
MED	121	Medical Terminology I	3	0	0	3
MED	122	Medical Terminology II	3	0	0	3
MED	130	Admin. Office Procedures I	1	2	0	2
MED	131	Admin. Office Procedures II	1	2	0	2
		Totals	11	4	0	13

\* This certificate or pathway is offered to high school students through the Career & College Promise initiative. Please refer to the Career & College Promise page in the SCC Catalog for additional information.