

<i>Degree</i>	Medical Assisting
The Medical Assisting program prepares students for performing a broad range of administrative and clinical tasks under the supervision of a physician in a doctor's office or clinical setting.	

CORE REQUIREMENTS

<i>Department</i>	<i>Number</i>	<i>Course Title</i>	<i>Credits</i>
MA	101	Basic Medical Terminology	1
MA	104	The Profession of Medical Assisting	1
MA	108	Medical Law and Ethics	2
MA	110	Medical Office Reception	3
MA	115	Clinical Anatomy and Physiology I	4
MA	116	Clinical Anatomy and Physiology II	4
MA	118	Medical Transcription	2
MA	119	Medical Bookkeeping and Insurances	4
MA	120	Clinical Procedures	6
MA	121	Clinical Procedures	6
MA	124	Computers in the Medical Office	2
MA	125	Clinical Pathology I	2
MA	126	Clinical Pathology II	2
MA	130	Therapeutic Relations (HR)	3
MA	135	Medical Procedural Coding	3
MA	138	Pharmacology (CP)	4
MA	140	Externship	6
MA	142	Externship Seminar	1
MA	144	Office Emergencies	1
			57

RELATED INSTRUCTION*/GENERAL EDUCATION REQUIREMENTS

<i>Department</i>	<i>Number</i>	<i>Course Title</i>	<i>Credits</i>
ENGL	101 or 105	Composition Effective Communications for the Professionals	5
MATH	111 or higher	Methods for Problem Solving	5
SPCH	100 or higher	Introduction to Speech Communication	3
HUMANITIES, SOCIAL/BEHAVIORIAL SCIENCE – enrollment in at least one course from each area from courses listed under AAS distribution requirements			15
			28

ELECTIVES

<i>Department</i>	<i>Number</i>	<i>Course Title</i>	<i>Credits</i>
Any course number 100 or above			5
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TOTAL	90
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Students should plan to complete required English and math courses within their first 30 credits of study.
 * CM = Communication, HR = Human Relations, CP = Computation

Fall 2002