

# MEDICAL ASSISTANT AAS

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Medical Assisting is a meaningful career choice that can change lives and be a gateway to many career opportunities! As one of the nation's fastest growing Allied Health careers, according to US Bureau of Labor Statistics, Medical Assisting employment is projected to grow 14% through 2032, much faster than the average for all occupations.

The Lewis-Clark State College Medical Assistant Program prepares students to become multi-skilled Allied Health Professionals specifically educated and cross-trained to perform a broad scope of both administrative and clinical duties within a medical facility. Students will get hands-on skills training from highly involved instructors who know industry and 180 hours of clinical experience in a medical facility.

Upon successful completion, graduates of the program are eligible to sit for the CMA (AAMA) exam which is considered the gold standard of medical assisting professionalism. The CMA (AAMA) credential means a *professional edge, increased prestige among peers and employers, better job security, and greater career advancement opportunities.*

## Program Emphases Include:

- Cross-training in all aspects of both administrative and clinical duties
- Measuring vital signs
- Assisting with patient exams
- Assisting with minor office surgeries and procedures
- Administering medications including injections
- Performing phlebotomy and routine lab tests
- Scheduling appointments and surgeries
- Preparing and maintaining electronic medical records
- Operating medical office software and equipment, including EKG's
- 180 Hour hands-on Clinical Experience course in a medical facility

## Program Pathways

The Medical Assistant Program offers two pathway opportunities:

- An **Intermediate Technical Certificate (ITC)** where you complete a semester of pre-requisites then two semesters of professional Medical Assistant courses.
- An **Associate of Applied Science (AAS) Degree** where you complete the same pre-requisite and professional courses included in the ITC plus two additional professional courses, then take a semester of core and healthcare focused courses available online.

All students in the program, whether completing the Associate of Applied Science (AAS) degree or the Intermediate Technical Certificate (ITC), will be eligible to sit for the CMA (AAMA) exam at the end of their second semester of the professional program Medical Assistant courses.

Successful completion of the Medical Assistant program will result in either an Intermediate Technical Certificate or an Associate of Applied Science degree.

## Program Learning Outcomes

Upon completion of the Medical Assistant ITC and the AAS degree, students will:

- Be prepared as Medical Assistants who are competent in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains to enter the profession.
- Be prepared to successfully complete the Certified Medical Assistant Exam.
- Be cross trained and prepared as entry-level Medical Assistants able to work in BOTH back office-clinical and front office-administrative Medical Assistant positions.
- Be prepared as capable entry-level Certified Medical Assistants to meet the needs of the regional health care industry.
- Complete a complex body of knowledge and demonstrate specialized skills with 180 hours of hands-on practical experience in the field.

**Completion of a Technical Skills Assessment, the Certified Medical Assistant (AAMA) Exam, is required.**

## Accreditation

The LCSC Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Commission on Accreditation of Allied Health Education Programs  
 9355 - 113th St. N, #7709  
 Seminole, FL 33775  
 727-210-2350

www.caahep.org (<http://www.caahep.org/>)

## General Education Requirements

Code	Title	Credits
<b>Written Communication</b>		
ENGL-101	WRITING AND RHETORIC I	3.00
<b>Oral Communication</b>		
COMM-101	FUNDAMENTALS OF ORAL COMMUNICATION	3.00
<b>Mathematical Ways of Knowing</b>		
Select one of the following:		3.00
MATH-130	FINITE MATHEMATICS	
MTHPT-130	FINITE MATHEMATICS	
<b>Scientific Ways of Knowing</b>		
Select one of the following:		4.00
BIOL-175	HUMAN BIOLOGY	
BIOL-227 & BIOL-228	HUMAN ANATOMY AND PHYSIOLOGY I and HUMAN ANATOMY AND PHYSIOLOGY II	
<b>Social &amp; Behavioral Ways of Knowing</b>		
Select one of the following:		3.00
HRPT/SS-185	HUMAN RELATIONS IN ORGANIZATIONS	
PSYC-101	INTRODUCTION TO GENERAL PSYCHOLOGY	
<b>Total Credits</b>		<b>16.00</b>

<sup>1</sup> Advising Note: MTHPT 130 or equivalent curriculum content math course required for medical math computational purposes.

<sup>2</sup> All Gen-Ed and Program courses require grade of C or higher.

<sup>3</sup> All Students will be admitted provisionally as Pre-Medical Assistant until prerequisite course requirements are met.

<sup>4</sup> Other electives related to health care and/or medical office w/ Advising Component.

## Program Requirements

Code	Title	Credits
MEDPT-170	MEDICAL INSURANCE	3.00
MEDPT-173	MEDICAL TERMINOLOGY	3.00
MEDPT-175	ADMINISTRATIVE MEDICAL ASSISTING I	3.00
MEDPT-185	MED ASST PROFESSION & FOUNDATIONS	3.00
MEDPT-240	PHARMACOLOGY FOR HEALTH PROFESSIONS	3.00
MEDPT-245	PHLEBOTOMY FOR HEALTH PROFESSIONS	2.00
MEDPT-251	MEDICAL TRANSCRIPTION I	3.00
MEDPT-252	CLINICAL EXPERIENCE	4.00
MEDPT-255	MEDICAL ASSISTING I	5.00
MEDPT-260	MEDICAL ASSISTING II	5.00
MEDPT-275	MEDICAL CODING	3.00
MEDPT-288	MEDICAL ASSISTING EXAM REVIEW & PREP	1.00
Select 6 credits from the following:		6.00
AHLTH-130	INTRODUCTION TO ALLIED HEALTH	
GNBPT-101	BASIC ACCOUNTING	
GNBPT-185	BUSINESS COMMUNICATION	
MEDPT-259	PATIENT RECORD SYSTEMS	
MEDPT-285	MEDICAL CODING II	
Completion of a Technical Skills Assessment is required		
<b>Total Credits</b>		<b>44.00</b>

<sup>1</sup> Advising Note: If MTHPT-130 is not taken as core Math, also take GNBPT-202.

<sup>2</sup> All course work requires a grade of C or higher.

## Sequential Plan of Study

### First Year

Fall		Credits
BIOL-175 or BIOL-227	HUMAN BIOLOGY or HUMAN ANATOMY AND PHYSIOLOGY I	4.00
CORE	Mathematical Ways of Knowing	4.00
MEDPT-173	MEDICAL TERMINOLOGY	3.00
MEDPT-185	MED ASST PROFESSION & FOUNDATIONS	3.00
<b>Credits</b>		<b>14.00</b>

Spring		Credits
ENGL-101	WRITING AND RHETORIC I	3.00
HRPT-185 or PSYC-101	HUMAN RELATIONS IN ORGANIZATIONS or INTRODUCTION TO GENERAL PSYCHOLOGY	3.00
MEDPT-240	PHARMACOLOGY FOR HEALTH PROFESSIONS	3.00
MEDPT-245	PHLEBOTOMY FOR HEALTH PROFESSIONS	2.00
MEDPT-255	MEDICAL ASSISTING I	5.00
<b>Credits</b>		<b>16.00</b>

### Second Year

Fall		Credits
CORE	Oral Communication	3.00
MEDPT-175	ADMINISTRATIVE MEDICAL ASSISTING I	3.00
MEDPT-251	MEDICAL TRANSCRIPTION I	3.00
MEDPT-260	MEDICAL ASSISTING II	5.00
Program Requirement	AHLTH-130, GNBPT-101, GNBPT-185, MEDPT-259 or MEDPT-285	3.00
<b>Credits</b>		<b>17.00</b>

Spring		Credits
MEDPT-170	MEDICAL INSURANCE	3.00
MEDPT-252	CLINICAL EXPERIENCE	5.00
MEDPT-275	MEDICAL CODING	3.00
Program Requirement	AHLTH-130, GNBPT-101, GNBPT-185, MEDPT-259 or MEDPT-285	2.00
<b>Credits</b>		<b>13.00</b>
<b>Total Credits</b>		<b>60.00</b>

As one of the fastest growing Allied Health Care careers, Medical Assisting offers terrific opportunities for advancement. Medical Assistants can advance to office manager, clinical supervisor, a variety of advanced administrative support occupations, and even teach Medical Assisting. Another great thing about earning your MA degree and because LCSC graduates are prepared to become CMA (AAMA) Certified, is that your new skill set opens a series of doors beyond medical assisting. our graduates are uniquely qualified to excel in both existing careers and emerging new Patient-Centered Medical Home (PCMH) roles available like:

- EKG Technician
- Phlebotomy Technician
- Pharmacy Technician
- Electronic Health Records Specialist
- Patient Care Technician
- Health Unit Clerk
- Medical Office Assistant
- Medical Office Manager
- Billing and Coding Specialist
- Public Health Inspector
- Panel Manager
- Patient Navigator

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- Wellness/Health Coach
- Patient Care Coordinator

Check out the U.S. Bureau of Labor Statistics website (<https://www.bls.gov/ooh/home.htm>) for more information about the potential careers above.