

MEDICAL ASSISTANT AAS

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 12% through 2034, much faster than the average for all occupations.

Lewis-Clark State's **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 the industry and 180 hours of clinical experience in a medical facility.

The Medical Assistant program at LC State offers a 1+1 concept pathway* in which students complete an Intermediate Technical Certificate (ITC) with an option for an AAS college degree. Students are always strongly encouraged to enroll simultaneously to achieve the AAS degree for employment growth and future educational pathways.

Upon successful completion of the CAAHEP-accredited certificate (see statement below), graduates become 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:

- 1+1 Pathway process: Intermediate Technical Certificate pathway + option for AAS degree
- **Cross-trained** 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 EKGs
- 180-hour hands-on clinical experience course in a medical facility

Program *Pathways - The **Medical Assistant Program** offers two educational pathways that offer separate college exit points, yet work together as a 1+1 process:

- An **Intermediate Technical Certificate (ITC)** - students complete a semester of pre-requisites plus two semesters of professional Medical Assistant courses. Successful completion of this certificate culminates in eligibility to sit for the CMA (AAMA) exam.
- An **Associate of Applied Science (AAS) Degree** - students simultaneously complete the certificate portion of the program as above, plus two additional *professional* courses. This pathway also includes additional core and elective healthcare-focused courses available online, resulting in an associate degree.

This means that ALL students entering the Medical Assistant program will automatically complete the Intermediate Technical Certificate (ITC) portion, and upon successful completion, be eligible to sit for the CMA (AAMA) exam.

Because the ITC is embedded within the Associate of Applied Science (AAS) degree, this will allow students the option to seamlessly complete both pathways simultaneously.

Program Learning Outcomes

Upon completion of the Medical Assistant Certificate Program, 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, Certified Medical Assistant (AAMA) Exam, is required.

Accreditation

The LCSC Medical Assistant Certificate Program is accredited by the Commission on Accreditation of Allied Health Education Programs CAAHEP (<https://www.caahep.org/>) upon the recommendation of the Medical Assisting Education Review Board (MAERB).

Commission on Accreditation of Allied Health Education Programs (CAAHEP)

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

General Education Requirements

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

¹ All course work requires a grade of C or higher.

Program Requirements

Code	Title	Credits
Take all of the following:		
MEDPT-170	MEDICAL INSURANCE	3.00
MEDPT-173	MEDICAL TERMINOLOGY	3.00
MEDPT-175	ADMINISTRATIVE MEDICAL ASSISTING I	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 9 credits from the following:		9.00
AHLTH-130	INTRODUCTION TO ALLIED HEALTH	
GNBPT-101	BASIC ACCOUNTING	
GNBPT-185	BUSINESS COMMUNICATION	
MEDPT-185	MED ASST PROFESSION & FOUNDATIONS	
MEDPT-259	PATIENT RECORD SYSTEMS	
MEDPT-261	MEDICAL TRANSCRIPTION II	
MEDPT-285	MEDICAL CODING II	
Total Credits		44.00

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

² All course work requires a grade of C or higher.

³ Other electives related to health care and/or medical office w/ Advising Component.

Course	Title	Credits
First Year		
Fall		
ENGL-101	WRITING AND RHETORIC I	3.00
MEDPT-173	MEDICAL TERMINOLOGY	3.00
PSYC-101	INTRODUCTION TO GENERAL PSYCHOLOGY	3.00
COMM-101	FUNDAMENTALS OF ORAL COMMUNICATION	3.00
Take 3 elective credits		3.00
Credits		15.00
Spring		
BIOL-175	HUMAN BIOLOGY	4.00
MTHPT-130	FINITE MATHEMATICS	3.00
MEDPT-170	MEDICAL INSURANCE	3.00
Take 3 elective credits		3.00
Credits		13.00
Second Year		
Fall		
MEDPT-175	ADMINISTRATIVE MEDICAL ASSISTING I	3.00
MEDPT-240	PHARMACOLOGY FOR HEALTH PROFESSIONS	3.00
MEDPT-255	MEDICAL ASSISTING I	5.00
MEDPT-275	MEDICAL CODING	3.00
MEDPT-251	MEDICAL TRANSCRIPTION I	3.00
Credits		17.00
Spring		
MEDPT-245	PHLEBOTOMY FOR HEALTH PROFESSIONS	2.00
MEDPT-260	MEDICAL ASSISTING II	5.00
MEDPT-252	CLINICAL EXPERIENCE	4.00
MEDPT-288	MEDICAL ASSISTING EXAM REVIEW & PREP	1.00
Take 3 elective credits		3.00
Credits		15.00
Total Credits		60.00

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 LC State 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

- Wellness/Health Coach
- Patient Care Coordinator

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