

# MEDICAL ASSISTING (MED)

## **MED 103 Medical Terminology I 3 Credits**

Explores medical terminology by combining word roots, suffixes, and prefixes. Emphasizes definitions, pronunciation, spelling, and usage in various health care professions.

**Prerequisite:** None.

## **MED 104 Medical Terminology II 5 Credits**

Builds on foundations of combining forms, prefixes, and suffixes learned in MED 103. Includes studying diseases, laboratory and diagnostic testing, and surgical procedures with a focus on human anatomy and physiology.

**Prerequisite:** Prerequisite: MED 103 with a "C" or better.

## **MED 105 Integrated Medical Terminology 5 Credits**

Builds on foundations from MED 103 with a focus on body system structures and the inner function of the human body. Emphasis on word definitions, pronunciation, and spelling.

**Prerequisite:** Prerequisite: Completion of CCS 101, ENG&101, MATH& 107, and MED 103 with a C or better and concurrent enrollment in MED 150 and MED 151.

## **MED 150 Basic Clinical Procedures 5 Credits**

Introduces students to daily operations and safety of medical assisting through theory and techniques utilized by the medical assistant. Content provides communication skills, infection control, aseptic technique, surgical equipment and supplies, special procedures.

**Prerequisite:** Prerequisite: Interview with medical assisting faculty mentor prior to entry. Completion of CCS 101, ENG&101, MATH& 107, and MED 103 with a C or better and concurrent enrollment in MED 105 and MED 151

## **MED 151 Administrative Ambulatory Care 5 Credits**

Covers theory and skills related to the administrative procedures performed in an ambulatory health care setting. Introduces an Electronic Medical Record (EMR) simulation.

**Prerequisite:** Prerequisite: Completion of CCS 101, ENG&101, MATH& 107, and MED 103 with a C or better and concurrent enrollment in MED 105 and MED 150.

## **MED 152 Disease and the Human Body 4 Credits**

Introduces disease processes, prevention, and health promotion throughout the body and life span.

**Prerequisite:** Prerequisite: Completion of 1st quarter MED courses with a C or better (MED 105, MED 150, MED 151) and concurrent enrollment in MED152, MED 153, MED 154, and MED 157.

## **MED 153 Medical Assisting Career Development 2 Credits**

Develop skills in preparation for externship as a medical assistant. Acquire practical skills and knowledge related to professionalism, career development, and the job search process for employment.

**Prerequisite:** Prerequisite: Completion of 1st quarter MED courses with a C or better (MED 105, MED 150, MED 151) and concurrent enrollment in MED152, MED 153, MED 154, and MED 157.

## **MED 154 Advanced Clinical Procedures 5 Credits**

Further advance practical skills and knowledge in various routine screenings and specialized clinical procedures. Includes patient assessment techniques and accurate documentation in EHR.

**Prerequisite:** Prerequisite: Completion of 1st quarter MED courses with a C or better (MED 105, MED 150, MED 151) and concurrent enrollment in MED152, MED 153, MED 154, and MED 157.

## **MED 155 Medical Laboratory for Medical Assistants 4 Credits**

Covers theory and clinical development in the laboratory. The student will gain the skills and knowledge necessary to perform advanced clinical procedures in medication administration, phlebotomy, and laboratory testing.

**Prerequisite:** Prerequisite: Completion of 2nd quarter MED courses with C or better and concurrent enrollment with MED155, MED156, MED158, and MED160.

## **MED 156 Pharmacology for Medical Assistants 4 Credits**

Introduces the classifications of drugs including indications for use, desired effects, side effects, and adverse reactions. Applies mathematical computations to solve equations, convert amongst measurement systems, and calculate proper dosages of medication for administration.

**Prerequisite:** Prerequisite: Completion of 2nd quarter MED courses with C or better and concurrent enrollment with MED155, MED156, MED158, and MED160.

## **MED 157 Medical Insurance, Coding, and Accounting Basics for the Medical Assistant; 4 Credits**

Focus on health insurance and basic accounting principles used in ambulatory care. Introduction into the interpretation of Current Procedural Terminology (CPT), Diagnosis Coding systems (ICD-CM), Healthcare Common Procedure Coding systems (HCPCS), and insurance billing.

**Prerequisite:** Prerequisite: Completion of 1st quarter MED courses with a C or better (MED 105, MED 150, MED 151) and concurrent enrollment in MED152, MED 153, MED 154, and MED 157.

## **MED 158 Law, Ethics, Professionalism for Medical Assistant 5 Credits**

Introduces legal, ethical, and soft-skill topics essential for safe practice as a medical assistant.

**Prerequisite:** Prerequisite: Completion of 2nd quarter MED courses with C or better and concurrent enrollment with MED155, MED156, MED158, and MED160.

## **MED 159 Externship for Medical Assistants 6 Credits**

Provides supervised off-campus opportunity in a healthcare setting demonstrating hands-on practical experience. Apply and reinforce knowledge, skills, and behaviors performing clinical and administrative duties.

**Prerequisite:** Prerequisite: Completion of all 1st, 2nd, and 3rd quarter MED courses with C or better, and all onboarding requirements by specified due date.

## **MED 160 Medical Assisting National Exam Preparation 1 Credit**

Focus on a thorough review of the American Association of Medical Assistants (AAMA) Exam Content Outline. Assist students to successfully navigate the national certification examination for medical assistants.

**Prerequisite:** Prerequisite: Completion of 2nd quarter MED courses with C or better and concurrent enrollment with MED155, MED156, MED158, and MED160.