

Medical Assisting Technology
Associate in Applied Science Degree (AAS)

At a Glance

The Medical Assisting Technology program prepares individuals, under the supervision of physicians, to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, and the administration of medications and first aid. This program includes instruction in basic anatomy and physiology, medical terminology, medical law and ethics, patient psychology and communications, medical office procedures, and clinical diagnostic, examination, testing, and treatment procedures.

TERM 1		CREDITS
BIO 201	Human Anatomy and Physiology I.....	4
CIS 146	Microcomputer Applications	3
MAT 111	Clinical Procedures I.....	3
MAT 125	Lab Procedures I	3
OAD 211	Medical Terminology.....	3
Total Credit Hours – Term 1		16
TERM 2		CREDITS
BIO 202	Human Anatomy and Physiology II	4
MAT 200	Management of Office Emergencies	2
MAT 211	Clinical Procedures II	3
MAT 215	Lab Procedures II.....	3
PSY 200	General Psychology	3
Total Credit Hours – Term 2		15
TERM 3		CREDITS
MAT 216	Pharmacology for the Medical Office.....	4
MAT 218	EKG Technician.....	3
MAT 239	Phlebotomy Preceptorship	3
MTH 100	Intermediate College Algebra.....	3
OAD 215	Health Information Management.....	3
Total Credit Hours – Term 3		16
TERM 4		CREDITS
ENG 101	English Composition I	3
MAT 229	Medical Assisting Practicum	3
OAD 214	Medical Office Procedures	3
OAD 216	Advanced Health Information Management.....	3
PHL 206	Ethics and Society.....	3
SPH 106	Fundamentals of Oral Communication OR Fundamentals of Public Speaking (SPH 107)	3
Total Credit Hours – Term 4		18
Total Credit Hours.....		65

**Medical Assisting Technology
Certificate (CER)**

While pursuing the Medical Assisting Technology AAS degree and upon successful completion of the courses identified below, the stackable Medical Assisting Technology Certificate will be awarded to students.

TERM 1		CREDITS
BIO 201	Human Anatomy and Physiology I.....	4
CIS 146	Microcomputer Applications	3
MAT 111	Clinical Procedures I.....	3
MAT 125	Lab Procedures I	3
OAD 211	Medical Terminology.....	3
Total Credit Hours – Term 1		16

TERM 2		CREDITS
BIO 202	Human Anatomy and Physiology II	4
MAT 200	Management of Office Emergencies	2
MAT 211	Clinical Procedures II	3
MAT 215	Lab Procedures II.....	3
Total Credit Hours – Term 2		12

TERM 3		CREDITS
MAT 216	Pharmacology for the Medical Office.....	4
MAT 218	EKG Technician.....	3
MAT 239	Phlebotomy Preceptorship	3
MTH 100	Intermediate College Algebra	3
OAD 215	Health Information Management.....	3
Total Credit Hours – Term 3		16

TERM 4		CREDITS
ENG 101	English Composition I	3
MAT 229	Medical Assisting Practicum	3
OAD 214	Medical Office Procedures	3
OAD 216	Advanced Health Information Management.....	3
SPH 106	Fundamentals of Oral Communication OR Fundamentals of Public Speaking (SPH 107)	3
Total Credit Hours – Term 4		15

Total Credit Hours.....59

**Administrative Medical Assistant
Short-Term Certificate (STC)**

While pursuing the Medical Assisting Technology AAS degree and upon successful completion of the courses identified below, the stackable Administrative Medical Assistant Short-Term Certificate will be awarded to students.

TERM 1		CREDITS
MAT 111	Clinical Procedures I.....	3
MAT 200	Management of Office Emergencies	2
MAT 216	Pharmacology for the Medical Office.....	4
OAD 211	Medical Terminology.....	3
OAD 215	Health Information Management.....	3
Total Credit Hours – Term 1		15
TERM 2		CREDITS
MAT 229	Medical Assisting Practicum	3
OAD 214	Medical Office Procedures	3
OAD 216	Advanced Health Information Management.....	3
SPH 106	Fundamentals of Oral Communication.....	3
Total Credit Hours – Term 2		12
Total Credit Hours.....		27

Multi-Skilled Patient Care Technician
Short-Term Certificate (STC)

While pursuing the Medical Assisting Technology AAS degree and upon successful completion of the courses identified below, the stackable Multi-Skilled Patient Care Technician Short-Term Certificate will be awarded to students.

TERM 1		CREDITS
MAT 111	Clinical Procedures I.....	3
MAT 125	Lab Procedures I	3
MAT 218	EKG Technician.....	3
OAD 211	Medical Terminology.....	3
Total Credit Hours – Term 1		12
TERM 2		CREDITS
MAT 215	Lab Procedures II.....	3
MAT 239	Phlebotomy Preceptorship	3
Total Credit Hours – Term 2		6
TERM 3		CREDITS
MAT 211	Clinical Procedures II	3
MAT 229	Medical Assisting Practicum	3
Total Credit Hours – Term 3		6

Total Credit Hours.....24

Phlebotomy Technician

Short-Term Certificate (STC)

While pursuing the Medical Assisting Technology AAS degree and upon successful completion of the courses identified below, the stackable Phlebotomy Technician Short-Term Certificate will be awarded to students.

	CREDITS
MAT 125 Lab Procedures I	3
MAT 215 Lab Procedures II.....	3
MAT 239 Phlebotomy Preceptorship	3
OAD 211 Medical Terminology.....	3
Total Credit Hours.....	12