



South Central College Program Design

AAS 3364 Medical Assisting

Program Information

Instructional Level Associate Degree

Career Cluster Health Science Technology

Description

The Medical Assisting program will prepare you to perform a wide variety of clinical duties, including rooming patients, obtaining vital signs, assisting with patient procedures, and performing laboratory testing and x-rays within the clinical setting. Students may have the opportunity to perform administrative duties which could include maintaining medical records, coding and billing medical insurance, scheduling appointments, arranging admissions, and managing the medical office. As a Medical Assistant, students will be classified as allied health practitioners working in any of a number of different ambulatory care facilities.

Mission

The Medical Assistant is a professional, multi-skilled person dedicated to assisting in patient care management, including rooming patients, obtaining vital signs, assisting with patient procedures, performing laboratory testing and x-rays within the clinical setting; you may have the opportunity to perform administrative duties which could include maintaining medical records, coding and billing medical insurance, scheduling appointments, arranging admissions, and managing the medical office. The program goal is to prepare competent, entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Career/Job Titles

CMA (AAMA)

RMA (AMT)

Accreditation Information

The South Central College Medical Assistant program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 9355 113th St. N, #7709 Seminole, FL 33775 Phone: 727-210-2350 Fax: 727-210-2354, upon the recommendation of the Medical Assistant Education Review Board (MAERB).

The SCC Medical Assistant program is affiliated with The American Association of Medical Assistants (AAMA). AAMA has a Minnesota chapter that allows students to enhance their professional development and prepare for their national certification as a Certified Medical Assistant.

Background Check Requirements

Minnesota law requires that any person who provides services that involve direct contact with patients and residents at a health care or child care facility licensed by the Minnesota Department of Health have a background study conducted by the state. An individual who is disqualified from having direct patient contact as a result of the background study, and whose disqualification is not set aside by the Commissioner of Health, will not be permitted to participate in a clinical placement in a Minnesota licensed health care or child care facility. Failure to participate in a clinical placement required by the academic program could result in ineligibility to qualify for a degree in that program.

Immunization Requirements

These immunizations are required prior to courses that include students performing invasive procedures. Proof of immunizations are required prior to internship placement.

Required:

- Hepatitis B series
- Varicella (chickenpox)
- Pertussis (Tdap) (within 10 years)
- MMR (measles, mumps, rubella)
- Mantoux (within 12 months of internship)

Strongly recommended:

- Yearly Flu vaccine
- COVID series & booster

Program Admission Dates (Fall and/or Spring)

Fall

Program Director Contact Information

Liz Johnson, CMA (AAMA), CHUC

Medical Assisting Program Director & Instructor

North Mankato D135-C

Phone: 507-389-7332

Email: liz.johnson@southcentral.edu

Program Location (North Mankato and/or Faribault)

North Mankato

Special Supplies Needed

Participate and/or maintain healthcare provider/professional level CPR/BLS certification by an approved organization such as the American Red Cross or the American Heart Association that remains active through the entirety of internship hours.

Medical Assisting Scrubs	Must fit appropriately and be stain and rip-free. Scrubs can be purchased at a location of the student's choice. Must have gray scrub pants/skirt (either dark or light gray color) and a solid turquoise scrub top.
Blood Pressure Cuff	Blood pressure cuff can be a regular adult size or adult large size, whichever the student prefers. This can be purchased at the SCC Bookstore or a location of the student's choice.
Stethoscope	Single lumen, dual-diaphragm to hear low and high frequencies. Highly recommend Littmann Classic III. This can be purchased at the SCC Bookstore or a location of the student's choice.
Watch w/Second Hand	Must have second hand in order to properly use while taking blood pressures.

Program Student Learning Outcomes

- 1 Describe and demonstrate the proper procedures for using infection control and universal precautions.
- 2 Demonstrate knowledge of the process and procedure for preparing patients for admission, examinations, and/or lab tests.
- 3 Demonstrate knowledge of and understanding of health care informatics as it relates to the role of the Medical Assistant.

Program Configurations

Four Semester Credits

Technical Course	41
Arts & Sciences	19
Total Credits	60

Fall-Year 1

Course #	Course Title	Credits	Function
HC 1000	Medical Terminology	3	Technical Course
HC 1525	Health Care Core Foundations	3	Technical Course
OTEC 1001	Computer Software for College	2	Technical Course
MA 1020	Medical Office Procedures	3	Technical Course
ENGL 100	Composition	4	Arts & Sciences

Spring-Year 1

Course #	Course Title	Credits	Function
FCS 105	Nutrition and Healthy Living	3	Arts & Sciences
HC 1550	Electronic Health Records	2	Technical Course
HC 1914	Anatomy & Physiology and Disease Conditions I	4	Technical Course
MA 2010	Laboratory Skills for Medical Assistants	3	Technical Course
MA 2015	Clinical Skills I	3	Technical Course

Fall-Year 2

Course #	Course Title	Credits	Function
PSYC 110 or COMM 130	Lifespan Psychology or Intercultural Communication	3	Arts & Sciences
HUM 100 or CRTK 100 or PHIL 100	Critical Thinking or Ethics in Society	3	Arts & Sciences
HC 1924	Anatomy & Physiology and Disease Conditions II	4	Technical Course
MA 2020	Clinical Skills II	3	Technical Course
MA 2000	Pharmacology for Medical Assistants	3	Technical Course

Spring-Year 2

Course #	Course Title	Credits	Function
PHIL 150	Medical Ethics	3	Arts & Sciences
COMM 140	Interpersonal Communication	3	Arts & Sciences
HC 2025	Culturally Competent Care	3	Technical Course
MA 2040	Medical Assisting Internship	5	Technical Course

Program Course List

Number	Title	Cr	Pre/Corequisites
HC 1000	Medical Terminology	3	
HC 1525	Health Care Core Foundations	3	
OTEC 1001	Computer Software for College	2	
MA 1020	Medical Office Procedures	3	Acceptance into one of the following programs: Medical Assisting, Health Unit Coordinator, or Administrative Office Specialist - Medical
ENGL 100	Composition	4	Next-Generation Accuplacer Reading minimum score of 250 (Classic Accuplacer, minimum of 75) or completion of READ 0090 or EAP 0095 with a C (2.0) or higher.
FCS 105	Nutrition and Healthy Living	3	READ 0080, 0090; or a score of 63 or higher on the Reading Comprehension portion of the Accuplacer test.
HC 1550	Electronic Health Records	2	
HC 1914	Anatomy & Physiology and Disease Conditions I	4	Pre-requisite: HC 1000 Med Term
MA 2010	Laboratory Skills for Medical Assistants	3	Co-requisite: MA 2015 Clinical Skills I
MA 2015	Clinical Skills I	3	Co-requisite: MA 2010 Lab Skills for MAs
PSYC 110	Lifespan Psychology	3	
COMM 130	Intercultural Communication	3	
CRTK 100	Critical Thinking	3	Must have a score of 78 or higher on the Reading portion of the Accuplacer test or completion of READ0090 with a C or higher
HUM 100	Critical Thinking	3	READ 80 & READ 90
PHIL 100	Ethics in Society	3	Must have a score of 78 or higher on the Reading portion of the Accuplacer test or completion of READ 0090.
HC 1924	Anatomy & Physiology and Disease Conditions II	4	Pre-requisites: HC 1000 Med Term HC 1914 Anatomy & Physiology/Disease Conditions I
MA 2000	Pharmacology for Medical Assistants	3	Pre-requisites: HC 1000 Medical Terminology HC 1914 Anatomy and Physiology/Disease Conditions I MA 2010 Medical Assisting Lab Skills
MA 2020	Clinical Skills II	3	Pre-requisite: MA 2015 Clinical Skills I
PHIL 150	Medical Ethics	3	Must have a score of 78 or higher on the Reading portion of the Accuplacer test or completion of READ 0090 with a grade of C or higher
COMM 140	Interpersonal Communication	3	Accuplacer Reading Score of 78 or above or completion of READ 0090
HC 2025	Culturally Competent Care	3	
MA 2040	Medical Assisting Internship	5	Pre-requisites: MA 2000 Pharmacology for MAs MA 2020 Clinical Skills II