

## MEDICAL ASSISTING, Certificate Program (#321P) FALL 2023

PROGRAM REQUIREMENTS (TOTAL CREDITS = 30)

### Fall Semester

AH 105 Medical Terminology (3 cr)  
MA 140 Intro to Medical Assisting (3 cr)  
MA 141 Intro to Medical Assisting Lab (1 cr)  
MA 142 Intro to Med Lab Techniques (3 cr)  
MA 143 Intro to Medical Lab Techniques Lab (1 cr)  
MA 220 Medical office Administration (3 cr)  
MA 221 Electronic Med Record Lab (1 cr)

15 credits

### Spring Semester

AH 213 Billing & Coding (3 cr)  
MA 200 Pharmacology (3 cr)  
MA 201 Pharmacology Lab (1 cr)  
MA 212 Ambulatory Care Clinical procedures (3 cr)  
MA 215 Ambulatory Care Lab (1 cr)  
MA 230 Externship (4 cr) (160 hours 40 hours/week)

15 credits

A grade of C or higher is required in all AH and MA courses.

NOTE: Students in the Medical Assisting Program sit for the Registered Medical Assistant (RMA) exam through [America Medical Technologists](#). Failure to pass this exam will not prevent the student from obtaining their HACC certificate.

An externship (160 hours – usually 4 weeks – minimum 20 hours/week) is required and scheduled during spring semester. It is arranged by the college in a local physician's office or clinic during normal daytime business hours Monday through Friday. The college attempts to find a site that is close to the student's place of residence but there are no guarantees.

1/24/23  
DEB/vg