



Program of Study for Medical Assisting A 45400 - To become effective Fall 2009

Course Title	Hours Class	Per Lab	Week Clinical	Semester	
				Hours	Credit
FIRST SEMESTER					
ACA 115 Success and Study Skills	0	2	0	1	
BIO 163 Basic Anatomy and Physiology	4	2	0	5	
CIS 111 Basic PC Literacy	1	2	0	2	
ENG 111 Expository Writing		3	0	0	3
MED 110 Orientation to Med Assist.	1	0	0	1	
MED 121 Medical Terminology I		3	0	0	3
MED 130 Administrative Office Proc. I	1	2	0	2	
		13	8	0	17
SECOND SEMESTER					
MED 122 Medical Terminology II	3	0	0	3	
MED 131 Administrative Office Proc. II		1	2	0	2
MED 140 Exam Room Procedures I	3	4	0	5	
OST 136 Word Processing	2	2	0	3	
MAT 115 Mathematical Measurement	2	2	0	3	
	11	10	0	16	
THIRD SEMESTER					
MED 150 Laboratory Procedures I	3	4	0	5	
MED 182 CPR First Aid and Emergency		1	2	0	2
MED 232 Medical Insurance Coding	1	3	0	2	
Humanities/Fine Arts Elective*	3	0	0	3	
	8	9	0	12	
FOURTH SEMESTER					
MED 112 Orientation to Clinical Setting		0	0	3	1
MED 240 Exam Room Procedures II	3	4	0	5	
MED 250 Laboratory Procedures II	3	4	0	5	
PSY 150 General Psychology	3	0	0	3	
ENG 115 Oral Communication	3	0	0	3	
	12	8	3	17	
FIFTH SEMESTER					
MED 118 Medical Law and Ethics	2	0	0	2	
MED 260 MED Clinical Externship	0	0	15	5	
MED 262 Clinical Perspective	1	0	0	1	
MED 276 Patient Education	1	2	0	2	
MED 272 Drug Therapy		3	0	0	3
	7	2	15	13	

*The Humanities or Fine Arts elective must be chosen from the following courses:

ART 111 Art Appreciation	3	0	3
ART 114 Art History Survey I	3	0	3
ART 115 Art History Survey II	3	0	3
ART 116 Survey of American Art	3	0	3
DRA 111 Theatre Appreciation	3	0	3
HUM 121 The Nature of America	3	0	3
HUM 122 Southern Culture	3	0	3
MUS 110 Music Appreciation	3	0	3
MUS 112 Introduction to Jazz	3	0	3
MUS 210 History of Rock Music	3	0	3
REL 110 World Religions	3	0	3
REL 211 Introduction to Old Testament	3	0	3
REL 212 Introduction to New Testament	3	0	3

TOTAL SEMESTER HOURS CREDIT: 75

Reviewed and approved by the Curriculum Committee 2/17/09