



## MEDICAL ASSISTANT

### Length of Program

Associate of Applied Science Degree-*four semesters, one summer term*

The Medical Assistant program prepares graduates to assist physicians in outpatient settings performing administrative and/or clinical tasks. Medical Assistants are multi-skilled, allied health workers who perform a variety of skills assisting physicians with patient care.

### Intended Learning Outcomes

- Demonstrate the importance of maintaining a high degree of professionalism in the Medical Assisting field, at all times and in all situations.
- Demonstrate effective written and oral communication skills.
- Practice within the ethical and legal codes of the Medical Assisting field.
- Demonstrate entry-level clinical skills of Medical Assisting.
- Demonstrate entry-level administrative skills of Medical Assisting.
- Acknowledge the need for continuing education for personal and professional development and reflect the changing nature of healthcare.

The Eastern Idaho Technical College's Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Medical Assisting Educators Review Board (MAERB). All graduating students of the Associate Degree Program are eligible to sit for the AAMA Certification Examination, and, upon passing the examination, the individual earns the Certificated Medical Assistant (AAMA).

### Entrance Requirements

1. Advising with program director/faculty is required
2. Admission Packet prior to deadline date
3. Documentation of the following current immunizations is required:
  - Diphtheria, Pertussis, Tetanus (DPT) or (TDaP)
  - Mumps, Measles, and Rubella (MMR) or two vaccinations or Rubella and Rubeola titers
  - Hepatitis B and A series (completed)
  - Varicella vaccination (2) or titer
  - Current Tetanus (within the last ten years)

- Proof of annual TB skin test
  - Current Health Care Provider CPR
  - First Aid
  - Background Check
4. Documentation of health insurance is required
  5. **Demonstrate a keyboarding speed of 35wpm with 90% accuracy**
  6. Letter of Intent
  7. Admission of Packet prior to deadline date. Packet information is available on the college web site. Incomplete will not be considered for entrance into the professional part of the program. Program has a limited number of spaces based on the number of externship sites available.

### Program Continuation Requirements

- All professional component specific courses must be passed with a minimum of 75%, and must be passed consecutively before continuing onto the next courses

### Program Costs

In addition to the registration fees, students can expect to spend approximately \$1,600 on books, supplies and miscellaneous fees. Graduates are required to sit for national proficiency exams at the conclusion of their program. Information regarding costs and dates for the exams will be posted in the online catalog and available from the program instructor(s). The student will be required to sit for the national examination during their externship in the summer.

## Medical Assistant

*Associate of Applied Science Degree*

*64 Credits*

### Semester 1

CIS 101	Computer Information Systems	3
ENG 101	English Composition	3
HCT 100	Introduction to Health Professions	2
PSY 101	Introduction to Psychology	3
MAT 123	Mathematics in Modern Society	4
MAT 123L	Mathematics in Modern Society Lab	0

### Semester 2

BIO 250	General Microbiology	3
BIO 250L	General Microbiology Laboratory	1
COM 101	Fundamentals of Speech	3
HCT 101	Medical Terminology	2
HCT 103	Introduction to Anatomy and Physiology and Laboratory	4
SOC 101	Introduction to Sociology	3

### Semester 3

HCT 105	Phlebotomy	2
HCT 109	Medical Ethics	2
HCT 121	Professionalism for Health Careers	1
MAS 120	Diseases of the Human Body	2
MAS 121	Beginning Admin Skills for Medical Assistants	4
MAS 122	Beginning Clinical Skills for Medical Assistants	4

### Semester 4

MAS 101	Pharmacology for Health Professions	2
MAS 205	Administration of Medications	2
MAS 221	Advanced Admin Skills for Medical Assistants	4
MAS 222	Advanced Clinical Skills for Medical Assistants	4

### Summer Term

MAS 210	Externship II	6
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