

Medical Assisting



Allied Health & Public Services Division

For Program Questions:

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NSCC is accredited by:
The Higher Learning Commission
(312) 263-0456

www.ncahigherlearningcommission.org

Medical Assisting

Associate of Applied Science in Medical Assisting

Medical assistants are multi-skilled allied health professionals specifically trained to work in ambulatory settings, such as physicians' offices, clinics, and group practices, performing administrative and clinical procedures. This program will prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

The following performance standards are necessary to safely and accurately carry out medical assisting duties:

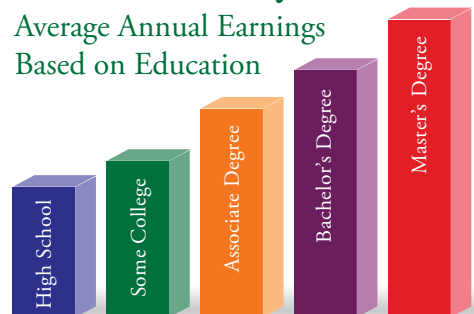
- Critical thinking ability sufficient for clinical judgment
- Physical abilities sufficient to move from room to room and maneuver in small spaces
- Tactile ability sufficient for physical assessment
- Ability to prepare and administer medications
- Ability to transfer patients
- Ability to read medication labels and patient records
- Ability to take blood pressure and hear breath sounds through a stethoscope
- Communicate English clearly enough for most patients to understand and understand the verbal communication of English-speaking patients
- Clear written communication, and manual dexterity.

Requirements Prior to Enrollment in Externship:

- Healthcare CPR & First Aid Certification
- BCI Background Check
- Medical/Immunization Form
- Signed Confidentiality Statement

Education Pays

Average Annual Earnings
Based on Education



2011-2012

Based on data from the Bureau of Labor Statistics

Program Sequence

Fall Semester

		<i>Credits</i>
ACC102	Office Accounting	4
CIS114	Microsoft Applications	3
ENG111	Composition I	3
OAS101	College Keyboarding	3
BUS110	Business Math/Calculators	3
OAS180	Medical Terminology	3
		19

Spring Semester

		<i>Credits</i>
BIO150	The Human Body	4
+ MEA101	Medical Assisting Clinical I	3
+ MEA105	Microbiology for Medical Assistants	2
+ MEA108	Administrative Medical Office Procedures	3
+ MEA227	Diagnostic Coding	3
PHI220	Ethics in Health Care	3
		18

Fall Semester

		<i>Credits</i>
+ MEA110	Pharmacology for Allied Health Professionals	3
+ OAS 111	Electronic Health Records	3
+ MEA205	Disease Conditions	3
+ MEA283	Computerized Medical Insurance	3
PSY110	General Psychology	3
ENG112	Composition II	3
		18

Spring Semester

		<i>Credits</i>
+ MEA201	Medical Assisting Clinical II	3
+ MEA200	Medical Assisting Administrative Extern	4
+ MEA202	Medical Assisting Clinical Extern	6
+ MEA228	Procedural Coding	3
		16

Total Program Credit Hours **71**

+ Refers to technical coursework.

Students must attain a minimum grade of "C" in all courses in order to progress in the program and to graduate.

Course curriculum is subject to change. Please consult with an Academic Advisor for up-to-date information.

