

Medical Assistant

CERTIFICATE (ONE YEAR)

Major code: 3125

Department: Nursing

Chair: Mara Poynter

Advising: Kilee Saldivar 541-881-5945

PROGRAM OVERVIEW

This is a one-year State certificate that allows a student to become a Certified Medical Assistant in Oregon.

PROGRAM/DISCIPLINE OUTCOMES

Student who complete this area of study will be prepared to:

- 1. Function effectively as a healthcare team member.
- 2. Interact effectively in oral and written communications with physicians, medical staff, and patients and families.
- 3. Use computers and other technology proficiently for administrative and clinical tasks
- 4. Understand and model professional and ethical behaviors, including confidentiality
- 5. Demonstrate critical thinking and problem solving as pertaining to health care setting
- 6. Understand the basics of medical law within the scope of the medical assistant position

FOUNDATION SKILLS REQUIREMENTS (16 CREDITS)

Writing: WR 121Z - (4-credits)

Oral Communication: COM 111Z Public Speaking- (4-credits)

Math: Math 60 Beginning Algebra I or Higher (5-credits)

Human Relations: PSYC 101 or PSYC 201Z and MA 118 (3-credits)

REQUIRED COURSES (36 CREDITS)

Courses are listed in suggested sequence.

YEAR 1

| <u>COURSE #</u> | <u>COURSE TITLE</u> | <u>CREDITS</u> |
|-----------------|--|----------------|
| - BIOL 121 | INTRO TO HUMAN ANATOMY & PHYSIOLOGY..... | 5 |
| - CS 101 | COMPUTER FUNDAMENTALS I..... | 4 |
| - GSCI 161 | MEDICAL TERMINOLOGY I..... | 3 |
| - GSCI 162 | MEDICAL TERMINOLOGY II..... | 3 |
| - MA 112 | INTRO TO MEDICAL ASSISTING..... | 4 |
| - MA 115 | PHLEBOTOMY..... | 3 |
| - MA 116 | INTRODUCTION TO MEDICATIONS..... | 4 |
| - MA 117 | CLINICAL PROCEDURES..... | 4 |
| - MA 118 | MEDICAL ASSISTANT EXTERNSHIP..... | 5 |
| - MA 119 | EXTERNSHIP SEMINAR..... | 1 |

Total number of credits..... 52