

Medical Assistant

Diploma

(Code: MVMED)

The Medical Assistant Program will prepare individuals to provide medical office administrative services and perform clinical duties. This diploma program includes instruction in basic anatomy and physiology, medical terminology, medical law ethics, patient psychology & communications, medical office procedures, clinical dx examination testing & treatment procedures. Program accredited, graduates of the diploma program are eligible to sit for the National Certified Medical Assistant (CMA) exam upon completion of the summer externship. Students must maintain a 2.0 GPA for all required courses.

Medical Assistant Entrance Requirements:

1. Application for college admission completed and signed.
2. Official high school transcript or GED equivalency required.
3. Official transcripts from other colleges you have attended (if applicable).
4. FAFSA/Financial Aid Paperwork completed.
5. Test Score or Course requirements:
 - a. ACCUPLACER test completed with scores of 250 or higher in Reading and 250 or higher in Writing.
OR
 - b. Successful completion of ENG060 College Preparatory Writing I or ENG061 College Preparatory Writing II with a 75% (C grade) or higher.
6. Successful Completion of BCA134 Word Processing or CSC118 Computer Systems and Applications with a 75% (C grade) or higher.
7. A minimum grade of 75% (C grade) or higher is needed for any pre-requisite courses to transfer into the program.
8. General education courses must be completed no more than five (5) years prior to be accepted as transferable credit for the program.
9. All MAP courses must be taken in the acceptance year.

Program Requirements

ADM154	Business Communication	3
BCA134	Word Processing	3
	or	
CSC118	Computer Systems and Applications	(3)
BIO532	Human Body: Health and Disease	3
HSC129	Anatomy and Physiology	5
	or	
BIO168	Human Anatomy and Physiology I	(4)
BIO173	Human Anatomy and Physiology II	(4)
MAP111	Medical Office Management I	3
MAP118	Medical Office Management II	4
MAP141	Medical Insurance	3
MAP225	Medical Lab Procedures I	4
MAP229	Medical Lab Procedures II	6
MAP512	Medical Assisting Pharmacology	2
MAP602	Clinical Experience Seminar	1
MAP616	Medical Assistant Externship	6
Total Required Hours		43-46

The Medical Assistant program is accredited by the Commission on Accreditation of Allied Health Education Programs ([CAAHEP website](#)) upon the recommendation of Medical Assisting Education Review Board (MAERB).

Commission on Accreditation of Allied Health Education Programs
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