



# Medical Assistant-Specialized Diploma (2021-22 Catalog)

## SEMESTER-BY-SEMESTER PROGRAM MAP FOR FULL-TIME STUDENTS

Courses are listed in preferred order of completion

Plans can be modified to fit student needs by adding more semesters

**Choose your courses with your Advisor.**

Developmental Education Courses (if required)					
<input type="checkbox"/>	ACLS050	Introduction to Academic Literacy	<input type="checkbox"/>	MATH020	Pre-Algebra
<input type="checkbox"/>	ENGL027	Writing Skills Workshop	<input type="checkbox"/>	MATH022	Elementary Algebra
Program Prerequisites					
<input type="checkbox"/>	HS biology or NCC equivalent (BIOS105, BIOS107, BIOS115) with a grade of C or better				
<input type="checkbox"/>	HS Algebra I with a C or better or MATH022				
<input type="checkbox"/>	English 1 eligible per placement policy				
After Acceptance, students are required to:					
<input type="checkbox"/>	Carry and maintain health insurance				
<input type="checkbox"/>	Have a physical examination				
<input type="checkbox"/>	Submit results of required lab tests, immunizations, and drug screen				
<input type="checkbox"/>	Hold Basic Life Support for Health Care providers				
<input type="checkbox"/>	Criminal History Record Information, Child & Elder Abuse History Clearance and FBI Clearance				

Medical Assistant is a fall-start program. Students may apply to the clinical program starting October 1.

Applications must be completed by April 15. Students will not be able to apply to the clinical program after April 15.

After April 15, students who wish to take general education courses toward the Medical Assistant specialized diploma may apply to the Healthcare Office Coordinator AAS Degree program of study.

Location: B= BETH, M= MROE, S=SBTH, E= ESTN, D= DIST \*subject to change

complete	Course #	Course Title	Credits	Gen Ed	Fall	Winter	Spring	Summer	Pre-requisites / Co-requisites	
Semester 1	<input type="checkbox"/>	COLS101	College Success	1		B, M, D	----	B, M, D	D	
	<input type="checkbox"/>	BIOS130	Basics of Human Anatomy & Physiology	4	Science	B, M, D	----	B, M, D	----	
	<input type="checkbox"/>	MDAS101	Medical Assistant Techniques I	5		M, S	----	----	----	PRE or CO: BIOS130 and HCOA154
	<input type="checkbox"/>	MDAS102	Pharmacology for Medical Assistants	3		M, S	----	----	----	CO: MDAS101
	<input type="checkbox"/>	HCOA154	Medical Terminology	3		B, D, E	----	B, D, E	D	
		Total Semester Credits:	16							
Semester 2	<input type="checkbox"/>	MDAS105	Medical Assistant Techniques II	5		----	----	M, S	----	MDAS101; PRE or CO: HCOA172 and HCOA240
	<input type="checkbox"/>	HCOA172	Health Insurance Basics	3		B,D	----	B,D	D	PRE: HCOA154
	<input type="checkbox"/>	HCOA175	ICD-10-CM/PCS Coding Methodologies	3		B,D	----	B,D	D	PRE: HCOA154
	<input type="checkbox"/>	HCOA 176	CPT Coding Methodology	3		B,D	----	B,D	D	PRE: HCOA154
	<input type="checkbox"/>	HCOA240	Medical Office Management Practices	3		B, M, D	----	B,M,D	----	PRE: HCOA154
		Total Semester Credits:	17							
Sem	<input type="checkbox"/>	MDAS201	Medical Assistant Externship	4		----	----	----	M, S	MDAS105
		Total Semester Credits:	4							
		Total Degree Credits	37							

**Notes:** The program progresses sequentially.

After completing the program, students can take the Registered Medical Assistant -American Medical Technologist (RMA\_AMT) Certification Exam.

Students can continue their education for a certificate in Health Care Office Specialist (44cr) or an Associate in Allied Science in Health Care Office Coordinator (62cr). All courses in the MA program will transfer into both programs.

**Transfer Information:** This is a terminal program.

**Career Information:**

Many individuals continue their career beyond medical assisting into Nursing if they find working with patients rewarding, and some continue into Health Care office management.

According to the Federal Bureau of Labor Statistics, employment of medical assistants is projected to grow 23% by 2024, much faster than the average for all occupations. The growth of the aging baby-boom population will continue to increase demand for preventive medical services, which are often provided by physicians. As their practices expand, physicians will hire more

**\*It is the student's responsibility to be knowledgeable of NCC graduation requirements and to verify transfer requirements with the 4-year institution. Courses listed on the program map are based upon the assumption that prerequisites and courses taken in previous semesters will be successfully completed**