

Associate of Applied Science- Medical Assisting Curriculum

The following is a suggested course sequence and may vary, depending on whether or not student is required to complete transition courses or repeat any MAT course. Additional courses may be offered, based on student demand.

First Semester

Course	Theory	Lab	Clinical	Credit	Contact
CIS 146: Microcomputer Applications	3	-	-	3	3
ENG 101: English Composition I	3	-	-	3	3
MAT 101: Medical Terminology	3	-	-	3	3
MAT 102: Medical Assisting Theory I	3	-	-	3	3
ORI 105: Orientation and Student Success	1-3	-	-	1-3	1-3
Term Total	13-15	-	-	13-15	13-15

Second Semester

Course	Theory	Lab	Clinical	Credit	Contact
BIO 103: Principles of Biology	3	1	-	4	6
MAT 103: Medical Assisting Theory II	3	-	-	3	3
MAT 120: Medical Administrative Procedures I	2	1	-	3	5
MAT 125: Laboratory Procedures I for the Medical Assistant	2	1	-	3	5
MTH 100: College Algebra or higher	3	-	-	3	3
Term Total	13	3	-	16	22

Third Semester

Course	Theory	Lab	Clinical	Credit	Contact
EMS 100: Cardiopulmonary Resuscitation	1	-	-	1	1
MAT 121: Medical Administrative Procedures II	2	1	-	3	5
MAT 215: Laboratory Procedures II for the Medical Assistant	2	1	-	3	5
MAT 111: Clinical Procedures I for the Medical Assistant	2	1	-	3	5
MAT 200: Management of Office Emergencies	2	-	-	2	2
Term Total	9	3	-	12	18
<i>Eligible for Short Certificate-Medical Assisting: Phlebotomy (MAT 239: Phlebotomy Preceptorship required)</i>					

Fourth Semester

Course	Theory	Lab	Clinical	Credit	Contact
MAT 128: Medical Law and Ethics	3	-	-	3	3
MAT 211: Clinical Procedures II for the Medical Assistant	2	1	-	3	5
MAT 216: Medical Pharmacology for the Medical Office	3	1	-	4	6
MAT 220: Medical Office Insurance	2	1	-	3	5
SPH 107 – Speech	3	-	-	3	3
Term Total	13	3	-	16	22

Fifth Semester

Course	Theory	Lab	Clinical	Credit	Contact
MUS, ART, LIT, PHL – Humanities Elective	3	-	-	3	3
MAT 228: Medical Assistant Review Course <i>(Recommended)</i>	1	-	-	1	1
MAT 229: Medical Assisting Practicum (Preceptor 5:1)	-	-	3	3	15
PSY 200: General Psychology	3	-	-	3	3
MAT219 Radiology for the Medical Office	3	-	-	3	3
Term Total	10	-	3	13	25
<i>Eligible for Short Certificate-Medical Assisting (MAT 229: Medical Assisting Preceptorship required)</i>					
<i>Eligible for AAS in Medical Assisting</i>					

Elective Courses

Course	Theory	Lab	Clinical	Credit	Contact
MAT 227: Special Topics in Medical Assisting	1			1	1
MAT 228: Medical Assistant Review Course	1	-	-	1	1
NAS 100: Long Term Care Nursing Assistant	3	-	1	4	6
Term Total	4	-	1	5	7

Program Totals:

Non-Medical Assisting Hours:	27-29
Elective Course Hours	0-5
<u>Medical Assisting Hours:</u>	<u>42</u>
 Total Credit Hours:	 69-76