

MEDICAL ASSISTANT: Certificate

Mission Statement

The mission of the NMC Medical Assistant Program is to prepare medical assistants who excel in the knowledge, skill, and professionalism required by employers and all patients they encounter.

Description

Students who successfully complete Program requirements will be awarded an Certificate in Medical Assistant. Features of this CAAHEP-accredited program include experience in a fully-equipped laboratory to simulate the clinic suite for skills practice and assessment prior to entering the clinical setting and 320 hours of hands-on clinical experience. Graduates are required to take the AAMA exam for professional certification, and are able to transfer their contact hours for college credit, should they decide to continue their education in the associate degree completion program

Admission Criteria/ Prerequisites

Applicants to the Medical Assistant Program must satisfy all Certificate Admissions Processes.

Curriculum:	Clock Hours
Term I	
MA 110 Structure and Function of the Human Body	80
MA 160 Written Communication	30
MA 175 Principles of Lifespan Development	20
MA 100 Medical Terminology	20
MA 155 Applied Math Concepts	20
MA 120 Fundamentals for the Medical Assistant I: Introduction to Medical Assisting	30
Term II	
MA 205 Human Diseases and Disorders	60
MA 250 Essentials of Pharmacology I	30
MA 225 Fundamentals II: Clinical Skills and Procedures	40
MA 230 Administrative Procedures for the Medical Assistant I	40
MA 263 Personal Interactive Skills for the Medical Office Professional	30
MA 120 Fundamentals for the Medical Assistant I: Intro to Medical Assistant*	30
* (may be taken in Term II if all of the other Term I classes are transferred into the program)	
Term III	
MA 340 Medical Laboratory Techniques for the Medical Office	60
MA 365 Applied Medical Ethics & Law for the Medical Assistant	20
MA 353 Essentials of Pharmacology II	30
MA 335 Administrative Procedures for the Medical Assistant II	30
MA 328 Fundamentals of Medical Assisting III	40
MA 370 Insurance and Medical Coding for the Medical Office	20
Term IV	
MA 400 Clinical Externship	320
MA 420 Critical Reflection on Externship	10
Program Total Hours:	930

MEDICAL ASSISTANT: Associate of Science Degree in Health Studies

With major in Medical Assistant

Description

The associate of science degree completion program is designed for students who have completed a CAAHEP-accredited medical assistant certificate program and wish to earn a college degree. The program is an end in itself or can be a stepping stone toward the Bachelor of Science degree. Courses are available for on-line delivery and the program can be completed on a full-time or part-time basis. Upon successful completion of the required general education credits, credit will be awarded for the medical assisting certificate program.

Admission Criteria/ Prerequisites

- College GPA of 2.5 or above (cumulative) earned at a regionally accredited institution (courses considered for transfer must be completed with a “C-” grade or above)
- Successful completion of a CAAHEP-accredited Medical Assisting Certificate Program.

Curriculum:	Credits
General Education Program	21
Humanities	9
SS 235 The Sociology of Culture	3
HU 150 The World of Ideas: Critical Reasoning & Rhetoric	3
HU_ The World of Ideas: Elective	3
Communications	6
CM 101 English Composition	3
CM 230 or 245 Language and Culture in Health Care	3
CM 290 Portfolio Synthesis	0
Natural & Applied Sciences	3
SS_ Science Elective	3
Social Sciences	3
SS 215 Life-Span Psychology	3
Professional Course Credit	40
Credit for medical assisting certificate courses will be awarded following completion of all other program requirements	40
Program Total Hours:	61

* Note- the minimum residency requirement at Nebraska Methodist College is 15 credit hours.