**Program Outline (Curriculum Outline)**

Program Description:

 A brief summary of the program – may include goals, length, total time and credit.

 “This is a 24--week program – 96 hours lecture and lab time, plus 80 hours in clinical externship in a medical office. The externship must be completed by week 22 (MA 111) of the program. Students will be proficient in the competencies required for entrance to this exciting career field.”

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| Course Title  | Description  | Lect/Lab/Ext/Total Clock Hours  |
| MA 101 | Intro to Medical Assisting, Infection Control, Patient Intake and Vital Signs | 4/4/0/8 |
| MA 102  | Intro to Anatomy and Physiology  | 4/4/0/8 |
| MA 103 | Neurology, Eye and Ear Care, Patient Scheduling and Telephone Technique  | 4/4/0/8 |
| MA 104 | Orthopedic Medicine, Medication Admin and Pharmacology | 4/4/0/8 |
| MA 105 | Phlebotomy and Blood Analysis  | 4/4/0/8 |
| MA 106 | Endocrinology, Pediatrics, Clinical Lab, Microbiology, Health Insurance and coding  | 4/4/0/8 |
| MA 107  | Urinary System  | 4/4/0/8 |
| MA 108 | Cardiopulmonary Procedures  | 4/4/0/8 |
| MA 109  | Obstetrics and Gynecology, other medical specialties  | 4/4/0/8 |
| MA 110  | Dermatology, Minor Office Surgery, EM | 4/4/0/8 |
| MA 111 | Basic Life Support Provider Certification  | 4/4/0/8 |
| MA 112 | MA Certification Examination and Skills Assessment | 4/4/0/8 |
| MA 113 | Medical Assistant Externship | 0/0/80/80 |
| TOTAL HOURS |  | 48/48/80/176 |

December 2020