

# Medical Assistant

## Program Description

Students completing the Certificate of Applied Science-Medical Assistant will acquire the skills necessary for entry-level jobs in medical settings. Graduates are prepared to work in ambulatory medical settings such as physicians' offices, medical/dental clinics, surgical centers and hospital environments; they function as members of the health care delivery team and perform administrative duties and basic clinical procedures. A grade of "C-" or above is required for all courses for graduation.

	Credits		
	Fall	Spring	Summer
HTH 140 - Pharmacology for Health Care Providers	3		
AHMS 144 - Medical Terminology	3		
BIOH 112 - Human Form & Function I	3		
AHMA 201 - MA Clinical Procedures I	4		
Chose one of the following:	3		
COMX 106 - Communicating in a Dynamic Workplace			
COMX 111US - Introduction to Public Speaking			
COMX 115 - Introduction to Interpersonal Communication			
COMX 222 - Professional Communication			
AHMS 295 - Allied Health Externship Prep Seminar	1		
AHMA 203 - MA Clinical Procedures II*		4	
AHMA 207 - Medical Assisting in Healthcare Specialties*		2	
AHMS 220 - Medical Office Procedures		3	
BIOH 113 - Human Form and Function II*		3	
AHMS 100 - Math Applications Health		3	
AHMS 158 - Legal and Regulatory Aspects of Healthcare		2	
AHMA 280 - Med Assisting Exam Prep*		1	
AHMA 298 - Medical Assisting Externship**			4
<b>Total Program Credits:</b>			<b>39</b>

### Optional Elective (4 credits)

AHMA 209	Geriatric Care	4
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\* Indicates prerequisites needed.

\*\* Non-paid

*This program begins in the FALL SEMESTER ONLY and enrollment in this program is LIMITED. Please contact Gallatin College for more information on start dates and enrollment availability.*