

Medical Assisting Technology (MAT), Associate of Science Degree

This program prepares the student for entry level employment as a medical assisting technologist in administrative and clinical settings such as hospitals, clinics, medical Labs, diagnostic centers, and medical offices. The program includes a fifteen-credit-hour component of general education/ liberal arts courses. The student is prepared for challenging the CMA (Certified Medical Assistant) and the RMA (Registered Medical Assistant) certification examinations, and the National Certification exam of Phlebotomy. FNC awards an Associate of Science Degree upon completion of the program.

GRADUATION REQUIREMENTS (A MINIMUM OF 75 CREDITS)

REQUIRED COURSES	Credits Hours
General Education Requirements	
COMMUNICATIONS (6 CREDITS)	
ENC 1101 English Composition I **	3
SPC 1040 Fundamentals of Oral Communication	3
HUMANITIES (3 CREDITS)	3
BEHAVIORAL / SOCIAL SCIENCE (3 CREDITS)	3
MATHEMATICS (3 CREDITS)	
MAC 1105 College Algebra I **	3
COMPUTERS (4 CREDITS)	
CGS 1030 Introduction to Information Technology	4
SLS 1501 College Study Skills	0
CORE REQUIREMENTS (20 CREDITS)	
BSC 1020C Human Biology	4
HSC 1000C Introduction to Health Care	3
HSC 1531C Medical Terminology	3
BSC 1085C Anatomy & Physiology I	4
BSC 1086C Anatomy & Physiology II	4
HSC 1230L Patient Care Procedures	2
AREAS OF CONCENTRATION: Front Office	
MEA 2304C Medical Office Management	3
MEA 2305C Medical Office Procedures	3
MEA 2315C Medical Transcription	3
MEA 2335C Medical Insurance, Coding and Billing	3
Back Office	
MEA 2226C Examining Room Procedures	3
MEA 2265C Lab. Procedures I	3
MEA 2266C Lab. Procedures II	3
MEA 2206C Clinical Procedures	3
MEA 2258 Radiology for Medical Assisting	4
HSC 2149C General Pharmacology for Health Professions	3
MEA 2803 Clinical Externship	3

RECOMMENDED ELECTIVES

MEA 2321C	Medical Filling	3
HSC 2577	Principles of Nutrition for Healthcare.	3
ENC 2200	Business Communication.	3
CGS 1500C	Word processing	3
MEA 2226C	Examining Room Procedures	3
MEA 2265C	Lab. Procedures I	3
MEA 2266C	Lab. Procedures II	3
MEA 2206C	Clinical Procedures	3
MEA 2258	Radiology for Medical Assisting	4
HSC 2149C	General Pharmacology for Health Professions	3
MEA 2304C	Medical Office Management	3
MEA 2305C	Medical Office Procedures	3
MEA 2315C	Medical Transcription	3
MEA 2335C	Medical Insurance, Coding and Billing	3

To complete the program credit hours, the students may take the courses in one of the areas of concentration. The rest of the credit hours could be taken from the other recommended electives.

Medical students are required to wear medical attire at all times. Students must furnish their own uniforms.

All students must have liability insurance in order to participate in the clinical rotations.

All students must provide BLS, OSHA, HIV, and HIPPA seminar completion forms in order to participate in the clinical rotations.

Students must complete 135 hours of clinical practice.

*General Education Component (see page 106)

**This course has prerequisites; check course descriptions.