



# Academic Map: Medical Assisting (CA)

**Certificate of Achievement (C.A.) | 41 Total Credits | CSN Degree Code: MA-CT | Catalog Year: 2021-2022 |**

Health Sciences Health Sciences Department of Health-Related Professions

Jobs and Employment Information: <https://www.csn.edu/healtharea> **-Limited Entry Program**

DESCRIPTION: As a medical assistant, you will be a multi-skilled professional, dedicated to assisting in patient care management. You will be trained to perform administrative and clinical/laboratory duties and may manage emergency situations, facilities, and/or personnel.

## **TERM 1 – TOTAL CREDIT HOURS: 14-16**

	<b>Credits</b>	<b>Pre-Requisite/Co-Requisite</b>	<b>Area</b>	<b>Min Grade</b>	<b>Milestones and Notes</b>
ENG 100 or ENG 101 or 110 or 113	3-5	ENG Place Score; or C- and up in ENG 98 or ESL 139	GE COM	C	
CLS 130B Lab Proc for Med Office Assistants	2	None	Special Prog Req	C	
CLS 131B App Lab Proc for Med Off Assts	1	None	Special Prog Req	C	
COT 127B Microsoft Office for Offices	3	None	Special Prog Req	C	
HIT 102B Coding for Medical Offices	2	Corequisite: HIT 118B	Special Prog Req	C	
HIT 118B Language of Medicine	3	Corequisite: HIT 102B	Special Prog Req	C	Mandatory Advising Required

## **TERM 2 – TOTAL CREDIT HOURS: 13**

	<b>Credits</b>	<b>Pre-Requisite/Co-Requisite</b>	<b>Area</b>	<b>Min Grade</b>	<b>Milestones and Notes</b>
HIT 119B Intro to Pharm and Lab Tests	2	HIT 118B	Special Prog Req	C	
MA 104B Intro to Medical Assisting	2	None	Special Prog Req	C	
MA 106B The in Health and Disease	4	Corequisite: MA 107B	Special Prog Req	C	
MA 107B Medical Assisting Techniques I	5	Program Director Approval and Corequisite: MA 106B	Special Prog Req	C	Mandatory Advising Required

## **TERM 3 – TOTAL CREDIT HOURS: 8**

	<b>Credits</b>	<b>Pre-Requisite/Co-Requisite</b>	<b>Area</b>	<b>Min Grade</b>	<b>Milestones and Notes</b>
MA 110B Medical Assistant Techniques II	5	C or up in MA 107B or Program Director Approval	Special Prog Req	C	
MA 120 Medical Office Management	3	C or up in MA 106B and MA 107B or Program Director Approval	Special Prog Req	C	Mandatory Advising Required

## **TERM 3 – TOTAL CREDIT HOURS: 6**

	<b>Credits</b>	<b>Pre-Requisite/Co-Requisite</b>	<b>Area</b>	<b>Min Grade</b>	<b>Milestones and Notes</b>
MA 130B Clinical Externship	3	Instructor Approval and Corequisite: MA 131B	Special Prog Req	C	
MA 131B Externship Seminar	1	C or up in MA 110b and MA 120B and Corequisite: MA 130B	Special Prog Req	C	
MA 195B Application of Med Asst Concepts	2	C or up in MA 110B and MA 120B or Program Director Approval	Special Prog Req	C	Apply for Graduation

