



**Certificate 3210 Medical Assisting
Effective Fall 2023**

30 Credits

This is an overview of the program. Any suggested course sequencing is meant to serve as a guideline for your semester planning. Students are expected to see your assigned advisor to develop and review their individual educational plans. The scheduling of courses, program sequencing and curriculum are subject to change.

Developmental Courses (as determined through College Placement Testing) * and Prerequisites:

* Zero level courses must be completed with a C grade or higher.

<input type="checkbox"/>	ESL classes	<input type="checkbox"/>	ENGL 007	<input type="checkbox"/>	MATH 006
<input type="checkbox"/>	ENGL 002	<input type="checkbox"/>	ENGL 051		
<input type="checkbox"/>	ENGL 003	<input type="checkbox"/>	ENGL 057		

Required Program Courses

AH 105 – can be taken prior to applying to clinicals	3 cr	Medical Terminology
AH 213 - can be taken prior to applying for clinicals	3 cr	Medical Insurance & Billing
MA 140	3 cr	Intro to Medical Assisting
MA 141	1 cr	Intro to Medical Assisting Laboratory
MA 142	3 cr	Intro to Medical Laboratory Techniques
MA 143	1 cr	Intro to Medical Lab Techniques Laboratory
MA 200	3 cr	Pharmacology for Medical Assisting
MA 201	1 cr	Pharmacology Laboratory
MA 212	3 cr	Ambulatory Care Clinical Procedures
MA 215	1 cr	Ambulatory Care Clinical Procedures Lab
MA 220	3 cr	Medical Office Administration
MA 221	1 cr	Medical Office Administration Lab
MA 230	4 cr	Medical Assisting Externship

Recommended Sequence (Full-Time Only)

Fall Semester

- AH 105 Medical Terminology (3 cr)
- MA 140 Intro to Medical Assisting (3 cr)
- MA 141 Intro to Medical Assisting Lab (1 cr)
- MA 142 Intro to Med Lab Techniques (3 cr)
- MA 143 Intro to Medical Lab Techniques Lab (1 cr)
- MA 220 Medical office Administration (3 cr)
- MA 221 Electronic Med Record Lab (1 cr)

15 credits

Spring Semester

- AH 213 Billing & Coding (3 cr)
- MA 200 Pharmacology (3 cr)
- MA 201 Pharmacology Lab (1 cr)
- MA 212 Ambulatory Care Clinical procedures (3 cr)
- MA 215 Ambulatory Care Lab (1 cr)
- MA 230 Externship (4 cr) (160 hours 40 hours/week)

15 credits

Advising Notes

- A grade of C or higher is required in all AH and MA courses.
- Students are required to meet with the Program Advisor /Director.

**Program Advisor and Coordinator : Debra Beaver, debeaver@hacc.edu ,
Counselor/Advisor Contact Information by Campus:**

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