



Program Description:

The Medical Assisting Associate in Science degree program is a completion program for students who have completed a Certificate in Medical Assisting. Only students who have already completed the certificate will be accepted for this degree program.

Career and Transfer Outlook:

Graduates are prepared for entry-level employment in various outpatient settings, including hospital clinics, group and individual physicians' practices, chiropractor and podiatrist offices.

Admission Information:

Required Prerequisite: Middlesex Community College Certificate in Medical Assisting

Deadline: Priority consideration is given to applications, including all requirements, received by March 30.

Standard/Technical Skills Notice: To view a list of standard and/or technical skills required for performing duties in various health career fields, visit the Middlesex Community College Health Division website (www.middlesex.mass.edu) or the Student Information Centers. These skills are not conditions for admission to MCC programs, but do indicate abilities and characteristics necessary for successful completion of college Health programs, and to perform the duties of the career upon graduation.

Program Outcomes:

Graduates of the Medical Assisting program are prepared to:

- Use the knowledge and skills of the profession in order to function effectively as an entry-level medical assistant;
- Understand, interpret and analyze knowledge, particularly related to current scientific and medical practice and the medical assisting profession;
- Communicate verbally and in writing with patients and colleagues, to produce medical reports and error-free letters, to utilize technology to record clinical, financial and demographic data, to calculate account balances and to find and evaluate appropriate scientific information related to current medical practice;
- View historical, scientific, medical and aesthetic phenomena from a global perspective;
- Demonstrate empathy and caring for diverse populations, to maintain patient confidentiality as required by federal HIPAA regulations, and to practice within the ethical and legal guidelines appropriate for the profession of medical assisting;
- Be professionally and personally accountable, to work effectively with others, to adapt to change and to plan for life-long learning.

MEDICAL ASSISTING • Associate in Science

LOWELL CAMPUS - DAY, STARTS FALL OR SPRING SEMESTER

✓	COURSE #	COURSE TITLE	CREDITS	PREREQUISITES
_____	MAS 101	Medical Terminology	3	
_____	MAS 102	Administrative Medical Assisting	4	CAP 101 or equivalent
_____	MAS 103	Basic Clinical Skills	3	
_____	MAS 104	Transcription for Medical Assistants	1	Corequisite: MAS 101
_____	MAS 120	Medical Care in Health & Disease	3	
_____	MAS 121	Clinical Laboratory Techniques	3	
_____	MAS 122	Clinical Skills for Specialized Procedures	3	
_____	MAS 201	Medical Assisting Externship	3	MAS 102, MAS 103, MAS 122, Corequisite: MAS 121
_____	ENG 101	English Composition I	3	C- in ENG 071 or eligible for ENG 101 and placement above or successful completion of ENG 060
_____	ENG 102	English Composition II: An Introduction to Literature	3	ENG 101
_____	BIO 105	Basic Anatomy & Physiology	3	ENG 060 or higher placement
_____	CAP 101	Microcomputer Applications	3	ENG 060 or higher placement and either taking, having successfully completed or tested out of ENG 071 and MAT 070
_____	PSY 101	Introduction to Psychology	3	Eligible for ENG 101 and ENG 060 or higher placement
_____	_____	Business Elective	3	
_____	_____	Humanities Elective	3	
_____	_____	General Education Elective** or	1-3	See below
_____	_____	Occupational Elective		See below
_____	_____	General Education Elective** or		
_____	_____	Occupational Elective	3	See below
_____	_____	General Education Elective** or		
_____	_____	Occupational Elective	3	See below
_____	_____	General Education Elective**	3	See below
_____	_____	Mathematics elective*	3	
_____	_____	Social Science Elective	<u>3</u>	
			60-62	

*Must be above MAT 070
**If math, must be above MAT 070

Helpful Hints:

Most general education credits taken to complete the Associate in Science degree, will transfer to other colleges.

Special Requirements for Medical Assisting Degree: Additional coursework may be required based on college placement testing. The Ethics or Values or Social Policy and Written Communication intensive requirement must be met through elective coursework. Students are urged to meet with their academic advisor for proper course sequencing.

Science courses being applied to this program must have been completed within five years of entering the program.