



MEDICAL ASSISTING AAS

HEALTHCARE

START here



Requirements to Earn this Associate Degree

Work with an advisor to develop your specialized education plan.


Prerequisites to MA Program Courses: Credits

- HED 119: Medical Terminology.....5
- HED 121: Human Body and Disease I.....5
- MAP 117: Applied Math for Workforce Programs I.....5

General Education Requirements:

- CMST&220: Public Speaking.....5
- ENGL&101: Composition I.....5
- FAD 150: Industrial First Aid.....2
- PSYC&100: General Psychology.....5

Program Courses:

- HED 122: Human Body and Disease II.....5
- HED 123: Human Body and Disease III.....5
- HED 160: Pharmacology for Allied Health.....3
- HED 239: Medical Ethics.....2
- MA 115: Clinical Procedures I .....7
- MA 116: Clinical Procedures II.....4
- MA 195: Externship/Practicum.....6
- MA 197: Externship/Practicum Seminar.....1

Additional Requirements for AAS Degree:

- BIM 113: The Medical Office.....5
- CSS 105: Intro to Healthcare Studies.....3
- MA Program Electives: Select with Advisor.....7
(See page 3 for options)
- NUTR& 101 Nutrition.....5
- PSYC& 200: Lifespan Psychology.....5

Total Credits Required: 90

TO DO: Stay on track with this checklist!

TO DO'S:

QUARTER 1

- APPLY FOR FAFSA OR WASFA FOR NEXT YEAR (OPENS OCTOBER 1ST!)
- SET UP YOUR BANKMOBILE ACCOUNT
- GET FAMILIAR WITH YOUR CTCLINK STUDENT HOMEPAGE
- MEET WITH YOUR ADVISOR
- SUBMIT MA APPLICATION FOR CLINICAL COURSES

QUARTER 2

- MAKE AN EDUCATION PLAN WITH YOUR ADVISOR
- APPLY FOR BCC FOUNDATION SCHOLARSHIPS

QUARTER 3

- MEET WITH YOUR ADVISOR

QUARTER 5

- UPDATE YOUR EDUCATION PLAN WITH YOUR ADVISOR

QUARTER 6

- APPLY FOR GRADUATION (AFTER ENROLLING IN YOUR FINAL QUARTER OF CLASSES)

QUARTER 7

- ORDER CAP AND GOWN
- ATTEND GRADUATION!
- BEGIN YOUR JOB SEARCH

Career Outlook

The Medical Assisting program prepares students with the knowledge, skills, and abilities to obtain an entry level position as a national and state certified Medical Assistant. Completion of this program leads to roles in clinics, urgent care facilities, and some larger hospitals.

The certificate as well as the AAS degree will prepare students to use administrative and clinical skills in a healthcare setting that often includes multitasking, problem solving, and the ability to work as a team with other healthcare professionals. Students will obtain adult and pediatric vital signs, perform clinic based laboratory testing, assist with minor surgeries, and perform injections as well as phlebotomy.

Future Education Opportunities

This degree prepares students to pursue the Bachelor or Applied Science - Applied Management at Big Bend Community College.

Find Out More

509.793.2133; medicalassistant@bigbend.edu
<https://www.bigbend.edu/academics/medical-assistant/>

Length of Program

90 credits = 4-7 quarters

Your specific route will be determined by the number of credits you take each quarter, where you start in your math and English pathways, and the quarter you start.

Which Quarter Can I Begin?

The 2-year pathway starts in the Fall quarter. Though courses may be started any quarter, this will extend time to degree completion.

Program Modality

Instruction for this program is primarily on campus. HED, BIM, and Gen Ed courses are offered online.

Helpful Hints

- Cumulative GPA must be 2.0 or higher to earn the degree
- Letter of intent must be submitted by due date to be considered for the winter clinical cohort (MA 115)
- Prior to starting MA 115:
 - Provide evidence of a satisfactory physical exam
 - Provide evidence of up-to-date immunizations and have initiated the Hepatitis B series

OPPORTUNITY FOR FREE \$\$\$

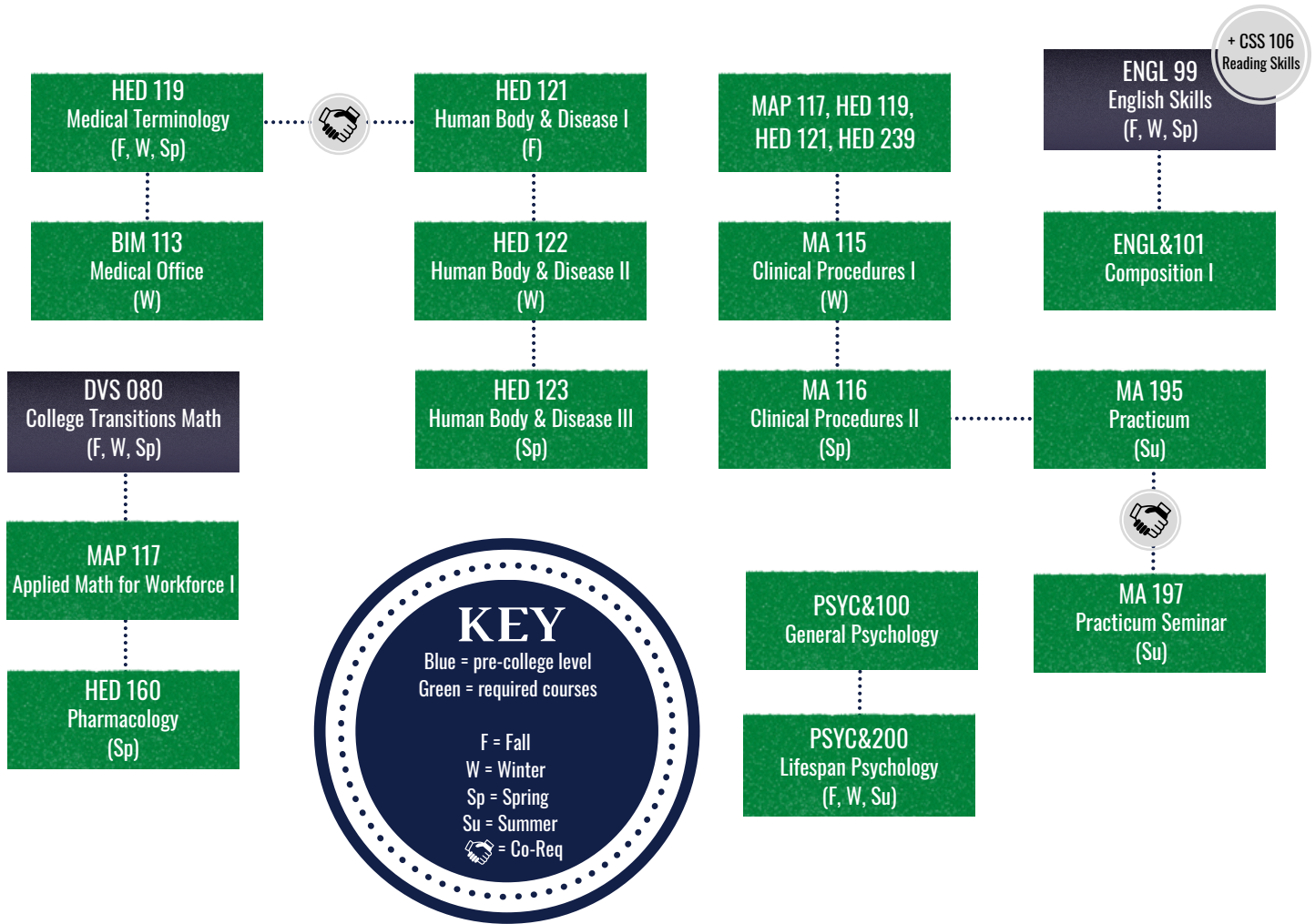
Workforce Education Services provides additional financial assistance for tuition and fees, books, tools, bus passes, and emergency support.

See if you qualify here!



Medical Assisting Pre-Requisite Flow Chart

Start by talking with an advisor to determine which courses to take first based on your placement scores.



Elective Course Options

- BIM 101: Basic Keyboarding
- BIM 102: Document Formatting
- BIM 104: Intermediate Keyboarding
- BIM 109: Internet Communications (2nd and 3rd credits)
- BIM 110: Microsoft Office Essentials
- EDUC&115: Child Development
- SOC&101: Intro to Sociology

Limited Availability Courses Without Prerequisites

- CSS 105 (F)
- HED 239 (F, W)

CERTIFICATE OPTIONS

MEDICAL ASSISTING

Medical Assisting Certificate of Achievement

	Credits
• CMST&220: Public Speaking.....	5
• ENGL&101: English Composition I.....	5
• FAD 150: Industrial First Aid.....	2
• HED 119: Medical Terminology.....	5
• HED 121: Human Body and Disease I.....	5
• HED 122: Human Body and Disease II.....	5
• HED 123: Human Body and Disease III.....	5
• HED 160: Pharmacology for Allied Health.....	5
• HED 239: Medical Ethics.....	2
• MA 115: Clinical Procedures I.....	7
• MA 116: Clinical Procedures II.....	4
• MA 195: Practicum/Externship*.....	6
• MA 197: Practicum/Externship Seminar.....	1
• MAP 117: Applied Math for Workforce Programs I.....	5
• PSYC&100: General Psychology.....	5

Total Credits: 65

*Students should have no more than one remaining general education requirement prior to enrollment in MA 195 and must intend to take it concurrently to complete certification.

Medical Office Receptionist Certificate of Accomplishment

Students who earn the AAS in Medical Assisting will also
earn this certificate.

My Education Plan

Name: _____

ID #: _____

 Quarter/Year	Quarter/Year
Quarter/Year	Quarter/Year
Quarter/Year	Quarter/Year

My Education Plan

Name: _____

ID #: _____

Quarter/Year	Quarter/Year
Quarter/Year	Quarter/Year
Quarter/Year	Quarter/Year



Suggested Schedule to Earn this Associate Degree

If the classes listed below don't fit your schedule or you're planning to start after fall quarter, work with an advisor to develop your specialized education plan.

Year One

Fall	Credits
• HED 119: Medical Terminology.....	5
• HED 121: Human Body and Disease I.....	5
• HED 239: Medical Ethics.....	2
• MAP 117: Applied Math for Workforce Programs I.....	5
Winter	
• ENGL&101: Composition I.....	5
• HED 122: Human Body and Disease II.....	5
• MA 115: Clinical Procedures I	7
Spring	
• FAD 150: Industrial First Aid.....	2
• HED 123: Human Body and Disease III.....	5
• HED 160: Pharmacology for Allied Health.....	3
• MA 116: Clinical Procedures II.....	4
• PSYC&100: General Psychology.....	5
Summer	
• CMST&220: Public Speaking.....	5
• MA 195: Externship/Practicum.....	6
• MA 197: Externship/Practicum Seminar.....	1

Year Two

Fall	
• CSS 105: Intro to Healthcare Studies.....	3
• MA Program Electives: Select with Advisor.....	7
• NUTR& 101 Nutrition.....	5
Winter	
• BIM 113: The Medical Office.....	5
• PSYC& 200: Lifespan Psychology.....	5