HEALTH, ALLIED
College of Rural and Community Development
Community and Technical College
907-455-2887
www.ctc.uaf.edu/programs/health/

Certificate; A.A.S. Degree
Minimum Requirements for Certificate: 30-42 credits;
for Degree: 60-61 credits

The occupational endorsement, certificates, degrees and occupational
training programs in allied health provide students with the knowledge
and technical skills for employment in health care. Course work in phle-
botomy is available, as are occupational endorsements in billing,
medical coding, and medical office reception. Certificates offered in-
clude medical assistant, dental assistant, health care reimbursement and
medical/dental reception. A.A.S. degrees offered include dental assistant
and medical assistant. A.A.S. degrees in nursing and radiologic technol-
ogy are offered in Fairbanks at the Community and Technical College
through the University of Alaska Anchorage.

Special admission, licensing, or certification requirements may apply to
students in this program. Applicants should familiarize themselves
with these and speak with a faculty advisor if they have any questions
or concerns.

Dental Assistant
The dental assistant certificate and A.A.S. degree programs prepare stu-
dents to become skilled members of the dental health care team. The
duties of the dental assistant are among the most comprehensive and varied
in the dental office. Upon completion of the course work, students are eligi-
able to take the Dental Assisting National Board (DANB) examination
components for radiology and infection control. After 600 hours or
six months employment in a dental office, they will be eligible to take the
general chairside component of the examination and become Certified
Dental Assistants. Prerequisites are graduation from high school or equiv-
alent (GED) and completion of a dental assisting application form.

Health Care Reimbursement
The health care reimbursement certificate program prepares students for
employment as medical billers and coders in medical offices, clinics,
hospitals and other medical facilities. Students in the program learn analysis
of medical records and the assigning of codes for indexing diagnoses and
procedures to provide information for reimbursement purposes. The
successful completion of this certificate prepares the student for the na-
tional certification exam through the American Academy of Professional
Coders. The occupational endorsements in medical billing and medical
coding are part of the Health Care Reimbursement Certificate.

Medical Assistant, Medical/Dental Reception
The medical assistant certificate and A.A.S. degree programs prepare
students for employment in ambulatory care settings. Students receive
education in the theory and skills for both office work and clinical care.
Prerequisites for the program include a high school diploma or GED and
completion of the medical assistant application. The UAF Community
and Technical College medical assistant certificate is accredited by the
Commission on Accreditation of Allied Health Education Programs
upon recommendation of the Medical Assisting Education Review Board
(MAERB), CAAHEP, 353 East Wacker Drive, Chicago, IL 60601, 312-
553-9355. The medical assistant certificate incorporates both the med-
ical office reception occupational endorsement and the medical/dental
reception certificate.

Phlebotomy
Training is also available in phlebotomy. A student who completes
the phlebotomy course may sit for national certification through the
American Society for Clinical Pathology to become a certified phlebot-
omy technician.

Students wishing to enroll in phlebotomy must document proof of
immunity to Hepatitis B, measles, mumps, rubella, varicella (chicken
pox), document a flu shot, a completed two-step PPD (Purified Protein
Derivative) for tuberculosis within the past year, and any other immuni-
izations required by the externship site, prior to registering for the class.

Nursing Qualifications, Pre-
The Allied Health certificate in pre-nursing qualifications is designed to
qualify students preparing to apply to the University of Alaska Anchorage
Associate of Applied Science in nursing. The certificate includes all of the
prerequisite and co-requisite courses for the A.A.S. in nursing in addi-
tion to a clinical course. Admission to this certificate program requires a
high school diploma or GED and test scores sufficient for placement into
ENGL F111X and DEV M105.

Admission to the UAA nursing program is competitive. While this
certificate prepares the student to be highly qualified, it does not guaran-
tee admission to the UAA nursing program. Before applying to the UAA
A.A.S. program in nursing, students must complete the Nurse Entrance
Test and are strongly encouraged to work in a clinical practice. Students
should work closely with an advisor while completing this certificate and
preparing an application for admission to the nursing program.

Students who have not completed high school chemistry will need to
take either CHEM F103X or CHEM F105X or have instructor
permission for to register for BIOL F213X or BIOL F214X.

Registered Nurse
The A.A.S. degree in nursing is offered by the University of Alaska
Anchorage at the Community and Technical College in cooperation with
the Allied Health department. Graduates of the nursing program are pre-
pared to provide effective nursing services to individuals receiving care
in inpatient settings and in structured outpatient settings. The academic
program provides students with a closely related mix of theory and cli-

dical practice; students gain experience in hospitals, nursing homes, clinics
and community agencies. Graduates of this A.A.S. degree are eligible to
take the NCLEX examination that grants professional licensure to prac-
tice nursing as a Registered Nurse. Additional information is available
online at http://nursing.uaa.alaska.edu.

Radiologic Technology
The A.A.S. degree in radiologic technology is offered by the University
of Alaska Anchorage in cooperation with the Community and
Technical College and Fairbanks Memorial Hospital. Course work
for the degree is delivered through a combination of the tradition-

classroom setting, distance delivery and clinical experience. Upon
completion of the program, students may apply to the American
Registry of Radiologic Technologists (ARRT) for national certification.
Additional information is available online at www.uaa.alaska.edu/
alliedhealth/academics/radiologictechnology/.

Information on any of the Allied Health programs is available from
the Allied Health Division at Community and Technical College, PO
Box 758040, Fairbanks, AK 99775; by calling 907-455-2822; by email at
fyhealth@uaf.edu; or at www.ctc.uaf.edu/health/.
Dental Assistant — Certificate Program

1. Complete the general university requirements (page 114).
2. Complete the certificate requirements. (See page 114. As part of the certificate requirements, the communication, computation and human relations content is embedded in the major required courses for this program.)

3. Complete the following program (major) requirements:*
   DA F132—Administrative Procedures for the Dental Assistant
   OR DA F130—Medical Office Technology
   OR HLTH F116—Mathematics in Health Care

4. Minimum credits required .......................................................... 34
   * Students must earn a C- grade or better in each course.

Health Care Reimbursement — Certificate Program

1. Complete the general university requirements (page 114).
2. Complete the certificate requirements. (See page 114. As part of the certificate requirements, the communication and human relations content are embedded in the major required courses for this program.)

3. Complete the following computation requirement:*
   HLTH F116—Mathematics in Health Care

4. Complete the following:* 
   ENGL F111X—Introduction to Academic Writing (3)
   OR ABUS F271—Business Communications (3)
   CIOS F150—Computer Business Applications (3)
   OR HLTH F130—Medical Office Technology (3)
   HLTH F100—Medical Terminology
   HLTH F110—Professional Skills for the Workplace
   HLTH F132—Administrative Procedures I
   HLTH F208—Human Diseases
   HLTH F234—Administrative Procedures II
   HLTH F235—Medical Coding
   HLTH F236—Outpatient Health Care Reimbursement

5. Minimum credits required .......................................................... 30
   * Students must earn a C- grade or better in each course.

Medical Assistant — Certificate Program

1. Complete the general university requirements (page 114).
2. Complete the certificate requirements (page 114).
   a. Complete ENGL F111X for the communications requirement.
   b. Complete 3 credits from one of the following computation courses:
      HLTH F116—Mathematics in Health Care
      DEV M F105—Intermediate Algebra
      MATH at the 100 level of higher
   c. Complete 3 credits from one of the following human relations courses:
      HLTH F106—Human Behavior in Health Care
      ABUS F154—Human Relations
      SOC F100X—Individual, Society and Culture
      PSY F101—Introduction to Psychology

3. Complete the following program (major) requirements:* 
   HLTH F100—Medical Terminology
   HLTH F110—Professional Skills in the Workplace
   HLTH F114—Fundamentals of Anatomy and Physiology
   OR BIOL F100X—Human Biology
   HLTH F118—Medical Law and Ethics
   HLTH F122—First Aid and CPR
   HLTH F132—Administrative Procedures I
   HLTH F244—Clinical Procedures II
   HLTH F268—Medical Assisting Practicum
   OR HLTH F261—Medical/Dental Office Reception Practicum
   OR HLTH F267—Medical Assisting Externship Completion

4. Minimum credits required .......................................................... 38-42
   * Students must earn a C- grade or better in each course.

Medical/Dental Reception — Certificate Program

1. Complete the general university requirements (page 114).
2. Complete the following certificate requirements:* 
   a. Complete 3 credits from one of the following communication courses:
      ABUS F271—Business Communications
      OR ENGL F111X—Introduction to Academic Writing
   b. Complete 3 credits from one of the following computation courses:
      MATH at the F100 level or above
      OR HLTH F116—Mathematics in Health Care
   c. Complete the following human relations course:
      HLTH F106—Human Behavior in Health Care

3. Complete the following:*
   CIOS F150—Computer Business Applications (3)
   OR CIOS elective at the F200 level
   OR HLTH F130—Medical Office Technology
   HLTH F100—Medical Terminology
   HLTH F110—Professional Skills for the Workplace
   HLTH F118—Medical Law and Ethics
   HLTH F122—First Aid and CPR
   HLTH F132—Administrative Procedures I
   HLTH F234—Administrative Procedures II
   HLTH F236—Outpatient Health Care Reimbursement
   HLTH F261—Medical/Dental Office Reception Practicum
   Approved HLTH, CIOS, ABUS, HUMS, DEVS or COMM elective

4. Minimum credits required .......................................................... 30-33
   * Students must earn a C- grade or better in each course.
Nursing Qualifications, Pre- — Certificate Program

1. Complete the general university requirements (page 115).
2. Complete the certificate requirements (page 115). As part of the certificate requirements, complete:
   - Communications
     - ENGL F111X—Introduction to Academic Writing .......... 3
   - Computation
     - DEV M105—Intermediate Algebra (3)
     - or ENGL F132X (preferred)—Academic Writing
   - Human Relations
     - PSY F101—Introduction to Psychology ......................... 3

3. Complete the following program requirements:*  
   - ENGL F211X—Academic Writing about Literature (3)  
   - or ENGL F213X (preferred)—Academic Writing
   - About the Social and Natural Sciences (3) ...................... 3
   - COMM F131X—Fundamentals of Communication:
     - Group Context (3)
     - or COMM F141X—Fundamentals of Communication:
     - Public Context (3)
   - PSY F240—Lifespan Developmental Psychology ................. 3
   - HTLH F203—Science of Nutrition .................................. 3
   - BIOL F213X—Human Anatomy and Physiology ................. 4
   - BIOL F214X—Human Anatomy and Physiology II ............... 4
   - BIOL F240—Beginnings in Microbiology ......................... 4

4. Complete one of the following clinical courses (4-9 credits)
   - HLTH F107—Nurse Aide Training .................................. 9
   - HLTH F111—Personal Care Attendant ............................... 4
   - HLTH F113—PCA to CNA Bridge .................................... 5
   - EMS F170—Emergency Medical Technician I ..................... 6
   - or other approved clinical course

5. Minimum credits required ........................................ 37-42
   * Students must earn a C- grade or better in each course.

Dental Assistant — A.A.S. Degree

1. Complete the general university requirements (page 115).
2. Complete the A.A.S. degree requirements (page 115).
3. Complete the following program (major) requirements:*  
   - DA F132—Administrative Procedures for the Dental Assistant 2
   - DA F150—Dental Radiography ..................................... 4
   - DA F151—Dental Infection Control ................................. 2
   - DA F152—Dental Materials and Applications ..................... 4
   - DA F153—Anatomy for Dental Assistants ......................... 3
   - DA F251—Clinical Chairside I for Dental Assistants .......... 6
   - DA F252—Clinical Chairside II for Dental Assistants ........ 6
   - DA F253—Clinical Chairside III for Dental Assistants .......... 3
   - DA F254—Dental Assistant Practicum ............................. 4
   - HLTH F110—Professional Skills for the Workplace ............ 2
   - HLTH F114—Fundamentals of Anatomy and Physiology .......... 4
   - HLTH F122—First Aid and CPR ................................... 1
   - or current First Aid/CPR card
   - HLTH F261—Medical/Dental Office Reception Practicum (2)  
   - or other approved clinical course

4. Minimum credits required ........................................ 61
   * Students must earn a C- grade or better in each course.

Medical Assistant — A.A.S. Degree

1. Complete the general university requirements (page 115).
2. Complete the A.A.S. degree requirements (page 115)*.
3. Complete the following program (major) requirements:*  
   - CIOS F150—Computer Business Applications (3)
   - or appropriate CIOS elective (3)
   - or HLTH F130—Medical Office Technology (3) ................. 3
   - HLTH F100—Medical Terminology ................................ 3
   - HLTH F110—Professional Skills for the Workplace ............ 2
   - HLTH F114—Fundamentals of Anatomy and Physiology (4)  
   - or BIOL F100X—Human Biology (4) ............................. 4
   - HLTH F118—Medical Law and Ethics .............................. 2
   - HLTH F122—First Aid and CPR ................................... 1
   - or current First Aid/CPR card
   - HLTH F132—Administrative Procedures I ......................... 2
   - HLTH F142—Clinical Procedures I ................................ 4
   - HLTH F208—Human Diseases ...................................... 3
   - HLTH F234—Administrative Procedures II ....................... 4
   - HLTH F236—Outpatient Health Care Reimbursement .......... 3
   - HLTH F244—Clinical Procedures II ............................... 4
   - HLTH F247—Introduction to Pharmacology ..................... 3
   - HLTH F260—Medical Assisting Practicum (4) ................... 3
   - or HLTH F261—Medical/Dental Office Reception Practicum (2)
   - and HLTH F267—Medical Assisting
   - Externship Composition (2-4) ..................................... 4
   - Approved HLTH, CIOS, ABUS, HUMS, DEVS or
   - COMM elective .................................................. 3-7

4. Minimum credits required ........................................ 60
   * Students must earn a C- grade or better in each course.
Certificate Requirements

Communication ........................................... 2-3 Credits
Complete one of the following:
- ENGL F111X—Introduction to Academic Writing................................. (3)
- ABUS F155—Business Math.................................................................. (3)
- DEV M F105—Intermediate Algebra..................................................... (3)
- ECE F117—Math Skills for Early Childhood Educators.......................... (3)
- HLTH F116—Mathematics in Health Care............................................ (3)
- HUMS F117—Math Skills for Human Services...................................... (3)
- TTCH F131—Mathematics for the Trades............................................. (3)
- Other program-approved discipline-based computation course or discipline-based courses with embedded computation content........... (2-3)
* ENGL F212 does not fulfill the second half of the written communication requirement for the bachelor's degree.

Computation ................................................... 2-3 Credits
Complete one of the following:
- Any course at the F100-level or above in mathematical sciences (computer science, math or statistics)......................................................... (3)
- ABUS F155—Business Math.................................................................. (3)
- DEV M F105—Intermediate Algebra..................................................... (3)
- ECE F117—Math Skills for Early Childhood Educators.......................... (3)
- HLTH F116—Mathematics in Health Care............................................ (3)
- HUMS F117—Math Skills for Human Services...................................... (3)
- TTCH F131—Mathematics for the Trades............................................. (3)
- Other program-approved discipline-based computation course or discipline-based courses with embedded computation content........... (2-3)

Human Relations .............................................. 2-3 Credits
Complete one of the following:
- ANTH F100X/SOC F100X—Individual, Society and Culture (s).......... (3)
- ABUS F154—Human Relations.............................................................. (3)
- ANL F287—Teaching Methods for Alaska Native Languages (h)........ (3)
- ECE F104—Child Development: Prenatal, Infants and Toddlers (s)...... (3)
- ECE F107—Child Development II: Preschool and Primary Years (s).... (3)
- ED/PSY F245—Child Development (s).................................................. (3)
- HLTH F106—Human Behavior in Health Care (s)............................... (3)
- HUMS F120—Cultural Diversity in Human Services........................... (3)
- RHS F110—Cross-Cultural Bridging Skills (1) AND RHS F115—Issues of Personal Development.................................................... (2)
- Other program-approved discipline-based human relations or discipline-based courses with embedded human relations content...... (2-3)

Major specialty ............................................. at least 21 Credits
Electives to total ............................................... 30 Credits

Associate of Applied Science Requirements

Written Communication ...................................... 6 Credits
Complete one of the following:
- ENGL F111X—Introduction to Academic Writing................................. (3)
- ABUS F155—Business Math.................................................................. (3)
- DEV M F105—Intermediate Algebra..................................................... (3)
- ECE F117—Math Skills for Early Childhood Educators.......................... (3)
- HLTH F116—Mathematics in Health Care............................................ (3)
- HUMS F117—Math Skills for Human Services...................................... (3)
- TTCH F131—Mathematics for the Trades............................................. (3)
- Other program-approved discipline-based computation course or discipline-based course with embedded computation content........... (2-3)

Oral Communication ........................................ 3 Credits
Complete one of the following:
- COMM F121X—Introduction to Interpersonal Communication.............. (3)
- COMM F131X—Fundamentals of Oral Communication: Group Context... (3)
- COMM F141X—Fundamentals of Oral Communication: Public Context... (3)
- Other program-approved discipline-based communication course or discipline-based communication course or discipline-based course with embedded human relations content........... (2-3)
- COMM F141X—Fundamentals of Oral Communication: Public Context... (3)

Human Relations .............................................. 3 Credits
Complete one of the following:
- ANTH F100X/SOC F100X—Individual, Society and Culture (s).......... (3)
- ABUS F154—Human Relations.............................................................. (3)
- ANL F287—Teaching Methods for Alaska Native Languages (h)........ (3)
- ECE F104—Child Development: Prenatal, Infants and Toddlers (s)...... (3)
- ECE F107—Child Development II: Preschool and Primary Years (s).... (3)
- ED/PSY F245—Child Development (s).................................................. (3)
- HLTH F106—Human Behavior in Health Care (s)............................... (3)
- HUMS F120—Cultural Diversity in Human Services........................... (3)
- RHS F110—Cross-Cultural Bridging Skills (1) AND RHS F115—Issues of Personal Development.................................................... (2)
- Other program-approved discipline-based human relations course or discipline-based course with embedded human relations content... (2-3)

Major specialty ............................................. at least 30 Credits
Electives to total ............................................... 30 Credits
Minimum credits required for degree ......................... 60 Credits