

**2003-04 CATALOG**  
**MEDICAL ASSISTANT**

A.A.S. Degree Requirements  
60 Credits

**GENERAL REQUIREMENTS**

**\*COMMUNICATIONS:- (9)**

Complete the following courses with a 'C' or better:

- Engl 111X (3)\_\_\_\_\_
- Cios 260 (3) \_\_\_\_\_
- OR Engl 211X (3) \_\_\_\_\_
- OR Engl 212 (3) \_\_\_\_\_
- OR Engl 213X (3) \_\_\_\_\_
- Comm 131X or 141X (3)\_\_\_\_\_

**\*COMPUTATION:- (3)**

Complete one of the following courses with a 'C' or better:

- Math/Computer Science/Statistics course at the 100-level or above: \_\_\_\_\_(3)\_\_\_\_\_
- OR Abus 155 (3)\_\_\_\_\_
- OR Cios 116 (3)\_\_\_\_\_
- OR Devm 105 (3)\_\_\_\_\_
- OR Ece 117 (3)\_\_\_\_\_
- OR Hlth 116 (3)\_\_\_\_\_
- OR Hsv 117 (3)\_\_\_\_\_
- OR Ttch 131 (3)\_\_\_\_\_
- OR other program approved discipline-based computation course or discipline-based courses with embedded computation content for 3 credits:  
\_\_\_\_\_ ( ) \_\_\_\_\_

**\*HUMAN RELATIONS: - (3)**

Complete one of the following courses with a 'C' or better:

- Anth 100X/Soc 100X (3)\_\_\_\_\_
- OR Abus 154 (3)\_\_\_\_\_
- OR Anl 287 (3)\_\_\_\_\_
- OR Ece 245 (3)\_\_\_\_\_
- OR Ed/Psy 245 (3)\_\_\_\_\_
- OR Hsv 120 (3)\_\_\_\_\_
- OR Rhs 110 (1)\_\_\_\_\_ AND Rhs 115 (2)\_\_\_\_\_
- OR other program approved discipline-based human relations course or discipline-based courses with embedded human relations content for 3 credits:  
\_\_\_\_\_ ( ) \_\_\_\_\_

*NOTE: Students planning to go on to a baccalaureate degree need to work closely with their advisors and are encouraged to select courses meeting core requirements and courses designated within majors and minors. Only courses with an X designator count toward the baccalaureate core.*

ALL credits for the A.A.S. must be at the 100-level or above.

*\*Designates only grades of "C" or better may be used to fulfill this requirement.*

**\*MAJOR REQUIREMENTS:**

**A. Complete the following:- (40)**

- Hlth 110 (2)\_\_\_\_\_
- Hlth 114 (4)\_\_\_\_\_
- Hlth 116 (3)\_\_\_\_\_
- OR Math elective \_\_\_\_\_(3)\_\_\_\_\_+  
+must be math elective at 100-level or above.
- Hlth 118 (2)\_\_\_\_\_
- Hlth 122 (1)\_\_\_\_\_
- Hlth 132 (2)\_\_\_\_\_
- Hlth 142 (4)\_\_\_\_\_
- Hlth 204 (3)\_\_\_\_\_
- Hlth 234 (4)\_\_\_\_\_
- Hlth 244 (4)\_\_\_\_\_
- Hlth 268 (4)\_\_\_\_\_
- Hsv 215 (2)\_\_\_\_\_
- Cios 150 (3)\_\_\_\_\_
- OR CIOS elective at 200-level \_\_\_\_\_(3)\_\_\_\_\_
- Cios 208 (2)\_\_\_\_\_

**B. Complete 5 credits from approved HLTH, CIOS, ABUS, HSV, DEVS or COMM electives:**

- \_\_\_\_\_ ( ) \_\_\_\_\_ ( ) \_\_\_\_\_
- \_\_\_\_\_ ( ) \_\_\_\_\_

**C. Complete 1 of the following options:- (0-3)**

**Option A:**

- Timed Typing Exam: \_\_\_\_\_  
(45 WPM typing skills)
- Memo must come from the Dept. Head that this exam has been passed.

**OR**

**Option B:**

- Cios 108 (3)\_\_\_\_\_
- (Must earn a grade of "B" or better for 3 credits in course)

**MEDICAL ASSISTANT  
ASSOCIATE OF APPLIED SCIENCE  
RECOMMENDED COURSE SEQUENCE**

**First Year: Fall**

HLTH 116	Math in Health Care	3
HLTH 118	Medical Law and Ethics	2
HLTH 204	Medical Terminology	3
CIOS 150	Computer Business Apps.	3
COMM 131X or 141X		<u>3</u>
		14

**First Year: Spring**

HLTH 114	Fund of Anatomy and Physiology*	4
HLTH 132	Admin I	2
HLTH 142	Clinical I	4
ENGL 111X	Intro to Academic Writing	<u>3</u>
		13

**Second Year: Fall**

HLTH 122	First Aid	1
HLTH 234	Admin II	4
HLTH 244	Clinical II	4
CIOS 208	Medical Machine Transcription	2
HST 215	Individual Interviewing	2
Elective (Hlth 105, 203, 245, 248)		<u>4</u>
		17

**Second Year: Spring**

HLTH 268	Medical Asst. Externship	4
ENGL 211X/212/213X or CIOS 260		3
COMPUTATION course		3
HUMAN RELATIONS		3
Elective (Cios, Abus, Hst, Devs, Comm)		<u>3</u>
		16