

Technical Studies: Medical Assistant

Certificate in Applied Science

30 Semester Hours

This program is designed to provide students with practical hands-on training and education in laboratory procedures, ethics, patient care, and the health sciences, which makes them capable of filling a diverse range of duties in the healthcare industry.

The graduate will be able to demonstrate mastery level knowledge and job performance in the following areas:

- Provide clerical and clinical support in a medical setting
- Serve as a patient liaison
- Manage confidential medical information
- Input and record patient information
- Communicate with patients and health care professionals

Component I: General Education Core		Sem. Hrs.
ENL 101	English Composition I	3
Math Elective	Math Elective (MTH 115 level or higher)	3
Component II: Technical / Occupational Specialty		
BOS 141	Medical Diagnostic Coding OR	3
WFHC 120	Medical Coding: Procedural for Workforce Development	(3)
BOS 142	Medical Administrative Procedures (Online)	3
BOS 144	Medical Procedural Coding OR	3
WFHC 121	Medical Coding: Diagnostic for Workforce Development	(3)
CIS 114	Introduction to Computer Applications & Concepts	3
WFHC 105	WFED EKG Technician	3
WFHC 106	Medical Terminology for Workforce Development (Substitute AHS 108)	1
WFHC 107	WFED Medical Administration	3
WFHC 119	Basic Phlebotomy for the Medical Assistant	3
Component III: On-the-Job Training in the Occupation		
WFHC Internship		2
Total Semester Hours		30