

MEDICAL ASSISTANT

Program Description:

This 26 week (Day) and 52 Week (Evening) – 730 clock hour Medical Assistants are trained to perform administrative work, perform certain basic clinical procedures and assist with examinations and lab work. Duties may include answering phones, scheduling appointments, and performing bookkeeping related functions. Students will learn to obtain and record health histories, vital signs, weight and height. In some cases, they may test vision, draw blood, and perform basic lab procedures. Graduates receive a certificate of completion for Medical Assistant from Rio Grande Valley College. Graduates of this program may pursue certification by passing a nationally measured and proficiency examination.

Job opportunities may exist with physicians, job opportunities exist in medical offices, outpatient, health maintenance organizations, and public health agencies. This program is meant to lead to multiple job opportunities and is not meant to lead to any particular outcome. While job placement assistance is offered, finding a job is the ultimate responsibility of the student. The institute does not guarantee that any student will be placed in a training related job or at all.

Methods of Delivery: Residential

PROGRAM OUTLINE

Subject #	Subject Title	Contact Hours			
		Lec	Lab	Ext	Total
MA-PDMT100	Professional Development with Medical Technology	15	15	00	30
MA-AP100	Anatomy and Physiology	60	00	00	60
MOS100	Medical Office Administrative Procedures	30	00	00	30
INS100	Medical Insurance	30	00	00	30
EHR100	Electronic Health Records	10	20	00	30
CB100	Career Basics	10	20	00	30
CLIN100	Fundamentals of Clinical Medical Assistant	20	40	00	60
CLIN101	Clinical Procedures 1: Assisting with Medications and Procedures in the Ambulatory Setting	10	20	00	30
CLIN102	Clinical Procedures 2: Assisting with Medical Specialties	30	60	00	90
CLIN103	Clinical Procedures 3: Diagnostic Procedures	30	60	00	90
CLIN104	Clinical Procedures 4: Assisting with Surgery and Medical Emergencies	10	20	00	30
CLIN105	MA Credentialing and Exam Review	60	00	00	60
MA110	Medical Assistant Externship	00	00	160	160
Total Clock Hours		315	255	160	730