

Post-Secondary Adult Vocational Certificate in Medical Assisting Program Code 5215

Program Description: The Medical Assisting Program is a 10-month vocational certificate program. The Broward College Medical Assisting Certificate Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Medical Assisting Education Review Board (MAERB). The role of the Medical Assistant within the physician's office is varied, demanding, and complex. Duties and responsibilities may encompass those skills of administrator, clinician, or technician. In many instances, the Medical Assistant functions in all three areas while also serving as a public relations specialist.

Career Pathway: Health Sciences

Program Entrance Requirements: The PSAV Certificate in Medical Assisting is a limited access program. Admission to the college does not guarantee admission into the program. Students are required to complete a supplemental application and meet specific criteria. There are a limited number of students admitted to the program each year. Please refer to the Health Science Admissions information included in Appendix C of the catalog for specific admissions requirements. Students can also access admissions requirements online at www.broward.edu/healthsciences

Additional Program Information: One cohort of 20 students is admitted each August. A final grade of "C" or higher must be achieved in each Medical Assisting course for continuance in the Program. To successfully progress through the Medical Assisting Program, students must achieve a grade of "C" or above in all didactic courses, an "S" (satisfactory) grade in all clinical and laboratory courses, maintain an overall degree GPA of at least 2.0. Students must also obtain TABE Assessment scores at or above the state mandated grade level. Students must have at least the first attempt of the TABE test completed by the end of term one.

Students are placed into practicums in physicians' offices throughout Broward County which offer maximum flexibility. The practicum course has been especially designed to meet the individual needs of the student, thus allowing for the development of specific skills within a chosen interest or specialty area.

Upon completion of this ten (10) month program the student will be eligible to register for the national certification exam of the American Association of Medical Assistants to obtain the credential of Certified Medical Assistant (CMA-AAMA).

A student who withdraws or is withdrawn from a Medical Assisting course shall refer to College Policy 6Hx2-5.33 and Procedure A6Hx2-5.33 on Re-entry into a Health Sciences Program and/or program guidelines. Reentry to a Program will be based upon space availability. Only one reentry will be allowed. Students who receive a grade of "D" or "F" in any course after reentry will result in permanent dismissal from the BC Medical Assisting.

Related Industry Certifications: Upon completing this program, graduates will be eligible to sit for the following industry certifications/licenses:

- Medical Assistant - NCMA
- Certified Medical Assistant,-CMA

Location(s): The program specific courses and the Health Science Certificate courses are only offered on the A. Hugh Adams Central Campus. Please consult the course schedule for specific semester locations. The Health Science Certificate courses should be completed prior to or by the end of Term I.

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Contact information: Program contact information can be found at
www.broward.edu/academics/programs/medicalassisting/Pages/default.aspx

Related Programs at Broward College: N/A

Health Science Certificate Courses		Clock Hours
HCP0001	Health Careers Core Curriculum	75
HSC0405	Basic Life Support	4.5
HSC0591	HIV/AIDS	4
HSC0691	Domestic Violence	2
HSC0522	OSHA/TB	6
HSC0692	Prevention of Medical Errors	2

Programmatic Specific Courses		Clock Hours
MEA0230	Medical Terminology	48
MEA0233	Anatomy and Physiology	48
MEA0334C	Admin Office Procedures + Lab	56
MEA0335C	Electronic Health Records +Lab	56
MEA0258	Radiology for Med Assist I	64
HSC0693	All Hazards Training	4
MEA0255	Basic Lab Procedures I	48
MEA0255L	Basic Lab Procedures I Lab	48
MEA0582	Medical Assisting Simulation Lab I	24
MEA0256	Basic Lab Procedures II	48
MEA0256L	Basic Lab Procedures II Lab	48
MEA0005	Intro to Medical Assisting	32
MEA0204	Clinical Proc I	64
MEA0204L	Clinical Proc I Lab	64
MEA0259	Radiography for MA II	64
MEA0259L	Radiography for MA II Lab	48
MEA0242	Pharmacology for MA	64
MEA0382	Law and Ethics	32
MEA0540	Electrocardiography for MA	37
MEA0540L	Electrocardiography Lab	38
MEA0583	Medical Assisting Simulation Lab II	24
MEA0800	Practicum in Medical Assisting	209.5
MEA0952	Seminar in Medical Assisting	38

Course Sequencing

HCP0001	Health Careers Core Curriculum	75
HSC0405	Basic Life Support	4.5
HSC0591	HIV/AIDS	4
HSC0691	Domestic Violence	2
HSC0522	OSHA/TB	6
HSC0692	Prevention of Medical Errors	2
	Total Clock Hour	93.5

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Year I Term I

Session I

MEA0230	Medical Terminology	48
MEA0233	Anatomy and Physiology	48
MEA0334C	Admin Office Procedures + Lab	56
MEA0335C	Electronic Health Records +lab	56
MEA0258	Radiology for Med Assist I	64
HSC0693	All Hazards Training	4
Total Session Clock Hours		276

Session II

MEA0255	Basic Lab Procedures I	48
MEA0255L	Basic Lab Procedures I Lab	48
MEA0582	Medical Assisting Simulation Lab I	24
Total Session Clock Hours		120

Session IV

MEA0256	Basic Lab Procedures II	48
MEA0256L	Basic Lab Procedures II Lab	48
MEA0005	Intro to Medical Assisting	32
Total Session Clock Hours		128

Year I Term II

Session I

MEA0204	Clinical Proc I	64
MEA0204L	Clinical Proc I Lab	64
MEA0259	Radiography for MA II	64
MEA0259L	Radiography for MA II Lab	48
MEA0242	Pharmacology for MA	64
Total Term Clock Hours		304

Session II

MEA0382	Law and Ethics	32
MEA0540	Electrocardiography for MA	37
MEA0540L	Electrocardiography Lab	38
MEA 0583	Medical Assisting Simulation Lab II	24
Total Semester Clock Hours		131

Year I Term III

Session II

MEA0800	Practicum in Medical Assisting	209.5
MEA0952	Seminar in Medical Assisting	38
Total Session Clock Hours		247.5
Total Program Clock Hours		1300

Notes: Many courses have specific pre-requisite and co-requisite requirements that must be followed. Students are encouraged to consult the Course Information Table for a detailed list of all requisite requirements.

*Verification of CPR is required before program completion. The HSC0405, Basic Life Support (CPR and First Aid) course is offered by the Continuing Education Health Science department.

Students are strongly encouraged to meet with an advisor to create an educational plan.