

MEDICAL ASSISTANT

 Frederick Community College



Program Contact:

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Medical Assistant

The Program

Medical Assistant A.A.S. Degree

The Medical Assistant A.A.S. Degree program is designed to prepare students for work in a variety of health sectors. Students are prepared to serve as entry-level assistants who perform administrative and clinical procedures in doctors' offices, insurance offices, hospitals, clinics, government agencies, etc.

Admission is restricted to students who have maintained a "C" or better in all prerequisite courses. Students must maintain a grade of "C" or better in all courses (excluding General Education courses) to graduate from the program.

Medical Assistant Certificate

The Medical Assistant Certificate Program prepares students in administrative and clinical medical procedures and provides a foundation in the principles and practices of asepsis, initial patient contact, patient care responsibilities, and patient education. The program includes courses in electronic health records, pharmacology, insurance and billing, business communication, and clinical practicums. Students are engaged in classroom, hands-on, and clinical learning environments.

Clinical duties include collecting and performing various laboratory tests, administering medications, and performing diagnostic procedures such as EKGs. Courses in medical software applications and medical administrative and clinical internships are included in this certificate. The Medical Assistant Certificate can be completed in about a year at a cost of approximately \$5,500. The program is eligible for federal and local financial aid assistance.

Learning Outcomes:

- To produce graduates eligible to take and pass nationally recognized certification examination.
- To facilitate and foster the values necessary to practice medical assisting skills within the ethical and legal framework of the profession and the community.
- To produce students who exhibit professional behavior consistent with current academic and professional standards.
- To help students acquire and strengthen problem solving and critical thinking skills.
- To assist students in performing all necessary duties in a safe environment utilizing all the latest techniques in physician offices, including hazardous materials.
- To develop positive student attitudes for the pursuit of lifelong professional growth and development.
- To develop and maintain educational partnerships with business, labor, and public sector agencies.
- To promote a student-centered learning environment where students know faculty and staff are accessible and supportive of their individual needs.

Medical Scribe Letter of Recognition

The Medical Scribe Letter of Recognition introduces students to medical information management. The medical scribe specializes in charting physician-patient encounters in real-time during medical exams in a clinic, physician office, urgent care, or emergency room.



Skills Needed

- Desire to work with people
- Ability to work in a fast-paced environment
- Ability to think quickly on your feet
- Ability to problem-solve
- Excellent oral, written and telephone skills
- Ability to adapt to all types of situations
- Computer skills

Growth Potential

Medical assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities. Their duties vary with the location, specialty, and size of the practice. Employment of medical assistants is projected to grow 29 percent from 2016 to 2026, much faster than the average for all occupations.

An increasing number of group practices, clinics, and other healthcare facilities will also need support workers, particularly medical assistants, to complete both administrative and clinical duties. Medical assistants work mostly in primary care, a steadily growing sector of the healthcare industry. The median annual wage for medical assistants was \$32,480 in May 2017.

(Source: Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, Medical Assistants)

Financial Assistance

Financial Aid and scholarships are available for those who qualify. For more information about the types of financing available, please contact the Financial Aid Office at 301.846.2480.

Transfer

Students can transfer the equivalent of 60 credits to any four-year institution in Maryland. To find more information about how credits will transfer from Frederick Community College to a state four-year institution visit ARTSYS or consult a College advisor.

Frederick Community College prohibits discrimination against any person on the basis of age, ancestry, citizenship status, color, creed, ethnicity, gender identity and expression, genetic information, marital status, mental or physical disability, national origin, race, religious affiliation, sex, sexual orientation, or veteran status in its activities, admissions, educational programs, and employment. Frederick Community College makes every effort to accommodate individuals with disabilities for College-sponsored events and programs. If you have accommodation needs or questions, please call 301.846.2408. To request a sign language interpreter, please visit <http://fcc-interpreting.genbook.com>. If you have interpreting related questions, please email Interpreting@frederick.edu. Sign language interpreters will not be automatically provided for College-sponsored events without a request for services. To guarantee accommodations, requests must be made at least five workdays in advance of a scheduled event. If your request pertains to accessible transportation for a College-sponsored trip, please submit your request at least 21 calendar days in advance. Requests made less than 21 calendar days in advance may not be able to be guaranteed. Gainful employment information is available at www.frederick.edu/GE.

**View curriculum pathways for each program
at frederick.edu/MedicalAssistant**

For more information on the Medical Assistant Program:

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