# Medical Assistant - Academic Planner

**Technical Diploma: 31-509-1**

**Campus:** Beaver Dam; Fond du Lac

**Curriculum for 2017-2018**

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Program Advisor: ________________________________

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| Term 1: |
|------------------|------------------|------------------|
| **New Program Students: Attend New Student Orientation and your Priority Registration Session** |
| Course | Title | Hours / Week | Total Credits | Prerequisites and/or Corequisites | Typically Offered | Comments |
| T/G | Subj | Num | Lec | Lab | Other | | | |
| G | 501 | 101 | Medical Terminology | 3 | | 54 | 3 | x | x | x | |
| G | 501 | 107 | Digital Literacy for Healthcare | 1 | 2 | | 54 | 2 | x | x | x | |
| T | 509 | 101 | Medical Assistant Administrative Procedures | 1 | 2 | | 54 | 2 | Completion of 106-103 Keyboarding or test score; Completion of or concurrent enrollment in 501-107 Digital Literacy for Healthcare | x | x | Keyboarding pretest can be taken at any college library to determine placement |
| T | 509 | 102 | Human Body in Health and Disease | 2 | 2 | | 72 | 3 | Completion or concurrent enrollment in 501-101 Medical Terminology | x | x | |
| T | 509 | 303 | Medical Assistant Laboratory Procedures 1 | 2 | 2 | | 72 | 2 | Admission to Medical Assistant Program; Completion of or concurrent enrollment in 501-101 Medical Terminology; 509-102 Human Body in Health and Disease; Corequisite: 509-304 Medical Assistant Assistant Clinical Procedures 1 | x | |
| T | 509 | 304 | Medical Assistant Clinical Procedures 1 | 4 | 4 | | 144 | 4 | Admission to Medical Assistant Program; Completion of or concurrent enrollment in 501-101 Medical Terminology; 509-102 Human Body in Health and Disease; Corequisites: 509-101 Medical Assistant Administrative Procedures; 509-303 Medical Assistant Laboratory Procedures 1 | x | |
| 890 | 101 | **College 101** | 2 | | | 36 | 2 | x | x | x | **Institutional Requirement** |

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**Total 1st Term Credits** | **18**
<table>
<thead>
<tr>
<th>Course</th>
<th>Subj</th>
<th>Num</th>
<th>Lec</th>
<th>Lab</th>
<th>Other</th>
<th>Total Hours</th>
<th>Credits</th>
<th>Prerequisites and/or Corequisites</th>
<th>Typically Offered</th>
<th>Comments</th>
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<tbody>
<tr>
<td><strong>Term 2:</strong></td>
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<td><strong>Apply for Graduation when completing Term 2 registration.</strong></td>
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<tr>
<td>G 501 108 Pharmacology for Allied Health</td>
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<td>36</td>
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<td>Completion of or concurrent enrollment in 501-101 Medical Terminology; 509-102 Human Body in Health and Disease</td>
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<tr>
<td>T 509 107 Medical Office Insurance and Finance</td>
<td>1 2</td>
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<td>54</td>
<td>2</td>
<td>Completion of or concurrent enrollment in 501-101 Medical Terminology; 501-107 Digital Literacy for Healthcare; 509-102 Human Body in Health and Disease</td>
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<td>x</td>
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<tr>
<td>T 509 109 Medical Law, Ethics and Professionalism</td>
<td>1 2</td>
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<td>54</td>
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<td>Complete or concurrent enrollment in 501-108 Pharmacology for Allied Health Corequisite: 509-306 Medical Assistant Laboratory Procedures 2</td>
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<td>T 509 305 Medical Assistant Laboratory Procedures 2</td>
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<td>72</td>
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<td>Complete or concurrent enrollment in 501-108 Pharmacology for Allied Health Corequisite: 509-306 Medical Assistant Laboratory Procedures 2</td>
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<td>T 509 306 Medical Assistant Clinical Procedures 2*</td>
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<td>108</td>
<td>3</td>
<td>Complete or concurrent enrollment in 501-108 Pharmacology for Allied Health; Corequisite: 509-305 Medical Assistant Laboratory Procedures 2</td>
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<td>T 509 310 Medical Assistant Practicum</td>
<td>12</td>
<td>216</td>
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<td>240</td>
<td>3</td>
<td>Complete or concurrent enrollment in 509-305 Medical Assistant Laboratory Procedures 2; 509-306 Medical Assistant Clinical Procedures 2; 509-107 Medical Office Insurance and Finance; 509-109 Medical Law, Ethics and Professionalism</td>
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<td>G 801 136 English Composition 1</td>
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<td>54</td>
<td>3</td>
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</table>

**Total Program Credits and Institutional Requirements** 35

**The credits for 890-101 College 101 are Institutional Requirements for graduation.**

**509-306 Medical Assistant Clinical Procedures 2 is the exit assessment graduation requirement for the program.**

**509-310 Medical Assistant Practicum must be taken the last semester before graduation.**

T/G: T - Technical Studies course; G - General Studies course

Semester Codes: S-Summer; F-Fall; SP-Spring

Curriculum and program acceptance requirements are subject to change.

If Student Success Center or General College courses (ie: 831-103 Introduction to College Writing, 838-105 Introduction to Reading and Study Skills, 834-109 Pre-Algebra) are required based on college placement; or if the student elects part-time enrollment, the time required to complete the program will increase.

For a complete list of course descriptions for this program, please consult the College Catalog at http://www.morainepark.edu/MPTCCatalog.