

MEDICAL ASSISTING: COMBINED ADMINISTRATIVE/ CLINICAL - ASSOCIATE IN SCIENCE

Plan Code: 2608

The Medical Assistant Program is designed to educate the student for immediate employment providing assistance to the physician in caring for patients in the medical office or clinic. The wide range of clinical and business duties provides an interesting career for one who enjoys working with people. The Medical Assisting Program is approved by the Long Beach Medical Association. The program is designed to be completed in one academic year and includes either the administrative or clinical assisting courses or a combination of both.

Program Student Learning Outcomes

- Demonstrate the ability to attain the Institutional Student Learning Outcomes (ISLOs).
- Accurately assess a patient’s vital signs.
- Analyze medical records and accurately construct a medical insurance claim form.
- Inspect and correctly troubleshoot artifacts while performing an electrocardiogram.
- Apply common practices to Medical Asepsis in a physician’s office and daily living.

Program Requirements

This degree requires the completion of General Education coursework plus the following:

Code Number	Course Title	Units
REQUIRED COURSES		
ANAT 41 or BIO 60	Anatomy & Physiology Human Biology	4-5
AH 60	Medical Terminology	3
AH 276	Health Care Law	1
MA 270	Introduction to Medical Assisting	3
MA 280	Health Care Clinical Procedures	3
MA 282	Advanced Health Care Clinical Procedures	3
MA 286	Medical Assisting Combined Practicum	4
MA 288	Medical Assisting Practicum Seminar	1
MA 290	Basic Medical Insurance Billing	3
Subtotal Units		25-26
IN ADDITION, complete ONE of the following Administrative Options:		
Accounting Option		
Database Option		
Subtotal Units		6-7
Required Subtotal		31-33
Complete one of the following: ¹		19-39

LBCC General Education (Plan A) (<https://lbcc-public.courseleaf.com/academic-requirements/general-education-transfer-degree-certificate-requirements/general-education-plans/plan-a/>)

CSU GE Breadth (Plan B) (<https://lbcc-public.courseleaf.com/academic-requirements/general-education-transfer-degree-certificate-requirements/general-education-plans/plan-b/>)

IGETC Pattern (Plan C) (<https://lbcc-public.courseleaf.com/academic-requirements/general-education-transfer-degree-certificate-requirements/general-education-plans/plan-c/>)

Electives (as needed to reach 60 degree-applicable units) ²

Minimum Degree Total 60

¹ Units for the major may be double-counted for LBCC GE, CSU GE, or IGETC; see counselor for limitations.

² Elective units from course(s) numbered 1-599, if needed, to reach 60 degree-applicable units.

Accounting Option

Code Number	Course Title	Units
ACCTG 200	Introduction to Accounting	3
COSA 1	Computer Information Competency	1
COSA 10	Microsoft Word for Windows	3
Subtotal Units		7

Database Option

Code Number	Course Title	Units
COSA 15	Microsoft Excel for Windows	3
COSA 25	Microsoft Access for Windows	3
Subtotal Units		6