MEDICAL ASSISTING PROGRAM

The Medical Assisting program prepares competent Medical Assistants with cognitive, psychomotor, and affective learning domains to enable them to perform entry-level administrative and clinical tasks in a physician's office.

Associate in Science Degrees

- Medical Assisting: Combined Administrative/Clinical - Associate in Science (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/medical-assisting-administrativec-linical-as/)

Certificates of Achievement

- Medical Assisting: Administrative Option - Certificate of Achievement (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/medical-assisting-administrative-option-certificate-achievement/)
- Medical Assisting: Clinical Option - Certificate of Achievement (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/medical-assisting-clinical-option-certificate-achievement/)
- Medical Assisting: Combined Administrative/Clinical - Certificate of Achievement (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/medical-assisting-administrative-clinical-certificate-achievement/)

Certificates of Accomplishment

- Emergency Medical Technician - Certificate of Accomplishment (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/emergency-medical-technician-certificate-accomplishment/)
- Medical Insurance Billing - Certificate of Accomplishment (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/medical-insurance-billing-certificate-accomplishment/)
- Phlebotomy - Certificate of Accomplishment (https://lbcc-public.courseleaf.com/degrees-certificates/medical-assisting-program/phlebotomy-certificate-accomplishment/)

Medical Assisting

MA 270 3 units
Introduction to Medical Assisting
36 hours lecture, 54 hours laboratory
Grading: letter grade.
This is the first course of three courses designed for prospective medical assistants. Topics will include instruction of procedures utilized by medical assistants. This includes the beginning level skills of asepsis, vital signs, health history, office emergencies, telephone techniques, patient education, and appointment scheduling. Typically offered for nine weeks. In order to assist students with the challenges of the course content, students are required to complete 3 hours of Supplemental Learning Assistance activities in a Multidisciplinary Success Center over the course of the semester.

MA 280 3 units
Health Care Clinical Procedures
36 hours lecture, 54 hours laboratory
Corequisite: MA 270.
Grading: letter grade.
This is the second course of three courses designed for prospective clinical medical assistants. This course develops the skills required to assist the physician with instruction in the advanced level of psychosocial skills, surgical asepsis, assisting with minor surgery, physical exams, specialty exams, patient positioning, drug administration, and resume preparation.

MA 282 3 units
Advanced Health Care Clinical Procedures
36 hours lecture, 54 hours laboratory
Prerequisite: MA 280.
Grading: letter grade.
This is the third of three courses designed for prospective clinical medical assistants. Topics will include instruction in the advanced level of psychosocial skills, electrocardiograph techniques, phlebotomy, injections and in office laboratory skills.

MA 286 4 units
Medical Assisting Combined Practicum
216 hours laboratory
Corequisite: MA 282 and MA 288.
Grading: pass/no pass.
This course is designed to give the student work experience in selected health care offices and/or clinics. Students in this course will experience the administrative as well as the clinical aspects of Medical Assisting.

MA 288 1 units
Medical Assisting Practicum Seminar
18 hours lecture
Corequisite: MA 282 and MA 286.
Grading: letter grade.
This course offers students in the Medical Assisting Program an advanced level of skills and theory, including office emergencies, professional office conduct, health care office management, resume writing and techniques utilized in job seeking.

MA 290 3 units
Basic Medical Insurance Billing
36 hours lecture, 54 hours laboratory
Grading: letter grade.
This course is designed for prospective medical assistants and those students interested in medical insurance billing. This course will include medical insurance billing requirements, ICD-10, and CPT coding, to successfully file claims and effect collection of payment for medical services given.

Emergency Medical Technology

EMT 251 4 units
Emergency Medical Technician
72 hours lecture
Recommended Preparation: BIO 60.
Grading: letter grade.
This course will enable the student to develop basic skills in the assessment, rescue, immediate treatment and transport of the urgently ill or injured client. Course content emphasizes identifying and correcting life-threatening conditions, identifying rescue activities and developing a systematic approach to the care of the client and the performance of rescue activities. Relevant information on traumatic injuries, medical emergencies, environmental hazards, rescue techniques and equipment will be integrated.

EMT 251L 2 units
Emergency Medical Technician Laboratory
108 hours laboratory
Corequisite: EMT 251.
Recommended Preparation: BIO 60.
Grading: pass/no pass.
This course is designed to develop basic skills in the assessment, rescue, immediate treatment and transport of the urgently ill or injured client. Emphasis will be placed on identifying and correcting life-threatening conditions, identifying rescue problems and developing a systematic approach to the care of the client and the performance of rescue activities. Integrated into this course will be relevant information on traumatic injuries, medical emergencies, environment hazards, rescue techniques and equipment. There may be mandatory assignments that include evenings and weekends.

EMT 252 1 units
Emergency Medical Tech I Refresher
18 hours lecture, 9 hours laboratory
Prerequisite: Current EMT - 1 Certification.
Grading: letter grade.
Formerly EMT 252AD. The EMT-1 must have certification that is current or not expired more than six months. This course will be a review and update of life support measures, CPR and use of emergency medical equipment and supplies for the certified EMT-I.