

## Medical Assistant (EP) Associate in Applied Science Degree

### Semester Sequence - Part-Time

#### Offered at Eden Prairie Only

#### Pre-Medical Assistant Requirements

All Pre-Medical Assistant courses must be completed with a "C" or better.

|          |  |   |
|----------|--|---|
|          | Accuplacer Computer Literacy Test Score of 70%+              |   |
|          | or   |   |
| CPLT1100 | Computer Essentials  | 3 |
|          | Keyboarding score of 25 nwpm                                 |   |
|          | or   |   |
| CPLT1000 | Computer Keyboarding   | 2 |
| EMSV1020 | CPR/First Aid  | 1 |
|          | or   |   |
|          | Current CPR for Health Care Provider or Professional Rescuer |   |
|          | Score of 252+ on Arithmetic Accuplacer                       |   |
|          | or   |   |
| MATH1050 | Math Pathways Plus for College and Careers                   | 4 |
|          | or   |   |
| MATH1060 | Math Pathways for College and Careers                        | 3 |
| BIOL2045 | Human Biology  | 4 |
|          | or   |   |
| HLTH1010 | Anatomy and Physiology                                       | 4 |
|          | Choose one of the following COMM Courses:                    |   |
| COMM2020 | Intercultural Communication                                  | 3 |
| COMM2050 | Interpersonal Communication                                  | 3 |
| COMM2060 | Small Group Communication                                    | 3 |
|          | Choose 3 credits from MnTC Goal Area 2                       | 3 |
| ENGL2050 | Short Form Composition and Reporting                         | 4 |
| HLUC1020 | Medical Terminology  | 2 |

#### Total Credits 16

\* Students must have a cleared criminal background study. Contact MN Department of Human Services, 651-431-2000, with questions.

\*Completed immunization form.

#### First Semester

|          |                                    |   |
|----------|------------------------------------|---|
| HLTH1020 | Disease Conditions                 | 3 |
| MAST1015 | Medical Assistant Administrative I | 3 |

#### Total Credits 6

## Second Semester

|          |                                     |   |
|----------|-------------------------------------|---|
| MAST1045 | Pharmacology                        | 3 |
| MAST2015 | Medical Assistant Administrative II | 3 |

### Total Credits 6

## Summer Semester

|          |                                    |   |
|----------|------------------------------------|---|
| PHIL2200 | Ethics                             | 3 |
|          | or                                 |   |
| PHIL2400 | Medical Ethics<br>(recommended)    | 4 |
| PSYC2310 | Psychology Throughout the Lifespan | 3 |

### Total Credits 6

## Third Semester

|          |                       |   |
|----------|-----------------------|---|
| EMSV1155 | Phlebotomy Techniques | 3 |
| MAST1020 | Lab I                 | 4 |
| MAST1030 | Clinical Procedures I | 4 |

### Total Credits 11

## Fourth Semester

|          |                        |   |
|----------|------------------------|---|
| MAST2021 | Lab II                 | 2 |
| MAST2035 | Clinical Procedures II | 5 |

### Total Credits 7

## Fifth Semester

|          |   |   |
|----------|---|---|
| MAST1060 | Documentation for Health Care Professionals | 2 |
|          | or  |   |
| MAST2000 | Fundamentals of Radiographic Imaging        | 2 |
|          | or  |   |
| HLTH1000 | Introduction to Health Careers              | 3 |
|          | or  |   |
| HLTH2001 | Nutrition and Health                        | 2 |
| MAST2041 | Practicum                                   | 6 |

(Only online courses can be taken during this semester.)

### Total Credits 8

## General Information

- The Hennepin Technical College Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, P: 727-210-2350, F: 727-210-2354, E: mail@caahep.org, upon the recommendation of the Medical Assistant Education Review Board (MAERB).
- The HTC's Medical Assistant Program expectations are to prepare competent entry level Medical Assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- All Medical Assistant students must earn a grade of C in all MAST courses to continue. If a student earns less than a C in a MAST course or drops a course (earning a W), the course may be repeated one time only. • Current CPR for Health Care Provider, Professional Rescuer or EMSV1020 CPR/First Aide required before enrolling in MAST2041 Practicum.
- Students are required to complete a 240 hour **unpaid** practicum.
- The approximate books and supplies cost for MAST is \$1,800.
- Students must complete the Medical Assistant program in 4 years. The 4-year timeline begins with the first semester MAST courses.

• Grading scale used in MAST courses:

93-100% = A

86-92% = B

80-85% = C

75-79% = D

< 74% = F

## Criminal Background Studies

Minnesota law requires that any person who provides services that involve direct contact with children, patients, and residents at a health or child care facility licensed by the State of Minnesota must have a background study conducted by the state. Individuals with specified felony convictions are prohibited from having direct contact with children, patients, and residents of licensed facilities. Anyone refusing to cooperate in the criminal background study cannot participate in coursework that requires direct contact with children, patients or residents. Students who are disqualified from having direct patient/resident/child contact will not be able to participate in coursework which includes a practical experience. Therefore, completion of coursework for the program major will not be possible without documentation of a cleared background study.

## MnTC Goal Area 2

A complete list of MnTC courses and Goal Areas that can be used to meet General Education requirements can be found at [www.hennepintech.edu](http://www.hennepintech.edu). The same course cannot satisfy more than one MnTC Goal Area requirement.

|          |  |   |
|----------|--|---|
| BIOL2001 | Biology in Society                     | 4 |
| BIOL2003 | Nutrition and Health                   | 3 |
| BIOL2005 | General Biology I                      | 4 |
| BIOL2040 | Introduction to Forensic Science       | 3 |
| BIOL2045 | Human Biology                          | 4 |
| BIOL2125 | Anatomy and Physiology I               | 4 |
| BIOL2225 | Anatomy and Physiology II              | 4 |
| BIOL2235 | Microbiology                           | 4 |
| COMM2060 | Small Group Communication              | 3 |
| MATH2050 | Applications of Quantitative Reasoning | 3 |
| PHIL2100 | Critical Thinking for College Success  | 3 |
| PHYS2001 | Introductory Physics                   | 3 |
| PHYS2015 | Introductory Physics II                | 3 |
| SOCI2100 | Introduction to Sociology              | 3 |

## Choose a Total of: 3 Credits

## Graduation (60 Credits)

Semester listings reflect the recommended sequence. Due to circumstances beyond our control, the information herein is subject to change without notice.

5/6/2021 : BP / EP 7809