

MEDICAL ASSISTING ADMINISTRATIVE AND CLINICAL, A.S.

Associates of Science in Medical Assisting Administrative and Clinical (33.5 units) prepares students for a career in the healthcare profession as a Medical Assistant. An associate degree in Medical Assisting may be earned by completing the certificate requirements in Medical Assisting Administrative, Medical Assisting Clinical and all MSJC General Education Option A requirements for a total of 60 units. This program provides students with the theoretical knowledge, practical skills, and current electronic health record technology to sit the certification examinations to become Certified Administrative Medical Assistants, Certified Clinical Medical Assistants, Certified Scribes and Certified Billing and Coding Specialists. An internship in a physician's office combining administrative, clinical, billing, coding, and medical scribing experience helps prepare the student with the clinical skills to enter the workforce.

AS.MA.A&C

Program Map Design Your Future!

Begin by exploring MSJC program maps to find career or transfer (<https://msjc.emsicc.com/?radius=®ion=All%20Regions>) opportunities. Program maps show the recommended course sequence that leads to graduation or transfer. The maps were developed by program experts to give you the skills and knowledge you need to succeed.

- **Starting in Spring?** Choose Fall Semester 1 courses.
- **Are you a part-time student?** Start Fall Semester 1 courses and follow the course sequence.

MSJC General Education Option A

Fall Semester 1		Units
AH-105	Medical Terminology	3
ENGL-101	College Composition	3
CSIS-101	Introduction to Computers and Data Processing	3
MA-122	Medical Ethics (formerly AH-122)	3
CSCR-116	Integrative Career/Life Planning (formerly GUID-116)	3
Units		15
Spring Semester 1		
MA-773	Clinical Medical Assisting (formerly MA-073)	4
MA-775	Medical Scribe	3
BIOL-100	Human Biology	4
PS-101	Introduction to American Government and Politics	3
MATH-140	Introduction to Statistics	3
Units		17
Fall Semester 2		
MA-776	Medical Billing and Coding	4
MA-777	Pharmacology for Medical Assistants	3.5

MA-772	Administrative Medical Assisting (formerly MA-072)	3
SPAN-101 or FREN-101 or ASL-100	Elementary Spanish I or Elementary French I or American Sign Language I	4

Units 14.5

Spring Semester 2

SOCI-101	Principles of Sociology	3
COMM-103	Interpersonal Communication	3
PS/ETHS-103	Ethnic Politics in America	3
NUTR-100	Family Nutrition	3
AH-549	Work Experience Education: Allied Health	3

Units 15

Total Units 61.5

Note: AREA G (Math Competency) can be demonstrated by a high school math course at or above the level of Algebra 2 with a grade of C or better.

Requirements

An Associate Degree in this program requires students to complete MSJC's local General Education, Option A, by fulfilling all general education areas. In addition, students must complete all major requirements and complete an overall total of 60 degree applicable units with a minimum 2.0 GPA.

Course	Title	Credits
MSJC General Education Option A (https://catalog.msjc.edu/degrees-certificates-curricula/general-education-option-a/)		24
Required Core Courses		33.5
Electives (as needed to reach 60 units)		

Course	Title	Credits
AH-105	Medical Terminology	3
BIOL-100	Human Biology	4
CSIS-101	Introduction to Computers and Data Processing	3
MA-122	Medical Ethics (formerly AH-122)	3
MA-772	Administrative Medical Assisting (formerly MA-072)	3
MA-773	Clinical Medical Assisting (formerly MA-073)	4
MA-775	Medical Scribe	3
MA-776	Medical Billing and Coding	4
MA-777	Pharmacology for Medical Assistants	3.5
AH-549	Work Experience Education: Allied Health	3
Total Units		33.5

Career Exploration

Discover information about careers that interest you!

1. Take a **Career Quiz** (<https://msjc.emsicc.com/assessment/>) to learn about yourself and receive career suggestions based on your interests.
2. Search available **in-demand jobs** (<https://msjc.emsicc.com/browse-careers/>) in your career areas of interest and find up-to-date salaries and education requirements.

3. Find the **MSJC Program** (<https://msjc.emsicc.com/browse-programs/>) that connects your interests to a career.

Note: There are no guaranteed positions for students completing these programs. Education and work experience required will vary by employer. The salary and benefits for specific occupations will be dependent on work experience, education, background, and employer.