

# ASNUNTUCK COMMUNITY COLLEGE

## Registered Medical Assisting Requirements\* - Certificate

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_

Offered <i>F all</i> , <i>S pring</i> , <i>S u mmer</i> , or <i>W inter</i>	Semester/Year Plan to Take	Course #	Course Title	Credits	Semester/Year Completed/ Transferred in	Grade
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### Requirements:

F		MED* 111	Medical Office Procedures	3		
Sp		+MED* 112	Medical Insurance and Coding	3		
F		+MED* 116	Anatomy and Physiology for Medical Assistants	4		
F		MED* 125	Medical Terminology	3		
F		+MED* 133	Clinical Medical Assisting	4		
F		+MED* 142	Clinical Laboratory Procedures and Practices I	4		
F, Sp		MED* 170	Law and Ethics for Health Careers	3		
F		MED* 240	Psychology and Communication in Healthcare for Medical Assisting	3		
F		+MED* 242	Clinical Laboratory Procedures and Practices II	4		
F		+MED* 250	Principles of Pharmacology	3		
F		+MED* 280	Medical Assistant Externship	4		

**Total Credits Required: 38**

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

Date: \_\_\_\_\_

### Program Information

**Outcomes:** The Medical Assisting certificate is designed to prepare students for entry-level positions in private medical offices, hospitals, home health care agencies, nursing homes, clinics and diagnostic centers or take it to the next level and become certified. Successful completion of the program satisfies the eligibility requirements needed to sit for a voluntary national certification exam sponsored by the American Medical Technologists, a nationally recognized certification agency for allied health professionals.

**Employment Information:** Upon passing the national exam, students will be able to work in any state and perform all duties required of a medical assistant under the direct supervision of a physician.

**Graduation Information:** A cumulative 2.0 GPA is required to graduate. All courses for degree credit must be numbered 100 or above. Students must complete and submit a Graduation Application to the Registrar's Office in order to graduate.  
*Graduation Application deadlines:* December graduation - December 1st, May graduation - March 31st, August graduation - August 1st.

### Contact Information

**Please contact the Program Coordinator, Michele Howard-Swan, for more information at 860.253.3061 or  
mhoward-swan@asnuntuck.edu.**

**\*Becoming Connecticut State Community College:** STUDENTS: The Community Colleges are undergoing a merger with a plan to become Connecticut State Community College in fall 2023; please work closely with your advisor/program coordinator to select your courses accordingly. See page 53 of the 2021-2022 College Catalog for more detail about this exciting transition!

Notice of Non-discrimination: Asnuntuck Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the basis of veteran status or criminal record. The following individuals have been designated to handle inquiries regarding the non-discrimination policies: Timothy St. James, Interim Dean of Students/Title IX Deputy, tstjames@asnuntuck.edu (860) 253-3011 and Deborah Kosior, 504/ADA Coordinator, AS-DisabilityServices@asnuntuck.edu (860) 253-3005, Asnuntuck Community College, 170 Elm Street, Enfield, CT 06082.

+Prerequisite required

\*Common Course Number

6/30/2021