

Medical Assistant - Diploma

In less than one year, you can have a rewarding job in health care. Apply a variety of medical procedural functions on patients who need your compassion.

```
comp_thisurl = window.location.href; comp_urlpos =  
comp_thisurl.search("cms.omniupdate.com"); comp_hashlength  
= 0; if (comp_urlpos >= 0) { // editing page document.write('
```

This is a "ProgramPageAccordionOpener" component.

```
'); document.write('
```

When #open1 is appended to the live URL, the HTML container with id="accordion-collapse-1" will open

```
'); document.write('
```

```
'); } else { // live page $(document).ready(function()
```

```
{ comp_hashlength = window.location.hash; if  
(comp_hashlength.length) { if (comp_hashlength == "#open1")  
{ $("#accordion-collapse-1").addClass("in"); $("#accordion-  
collapse-1").height("100%"); } // end if } // end if }); // end  
doc.ready } // end if..else
```

SCC's Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Education Program (www.caahep.org) upon the recommendation of Medical Assisting Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Program

25400 US Highway 19 North Suite 158

Clearwater, Florida 33763

Telephone: (727) 210-2350

www.caahep.org

The Medical Assisting Program at Southeastern Community College (SCC) has a job placement rate of 100% for the graduate year of 2018. The exam passage rate for the 2017 graduates was 100%. Retention total percentage from the 2017 admission cohort was 100%.

For specific information regarding program rules and expectations, please view the [Medical Assistant Program Handbook](#)

West Burlington campus

Admissions standards apply to this program. Please contact the Enrollment Services for more details. *Please contact Enrollment Services for more details.*

Southeastern Community College values diversity in all its forms. Please visit <https://www.scciowa.edu/non-discrimination-statement.aspx> to view our non-discrimination statement.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit SCC's financial aid website at <http://www.scciowa.edu/admissions/costaid/finaid/gainemp.aspx>

Admission Requirements

- Complete and attain minimums in standardized scores within 24 months of review for acceptance into the program:
 - ACT
 - Reading: 19
 - Math: 19
 - SAT
 - Reading/Writing: 330
 - Math: 510
 - Next-Gen ACCUPLACER:
 - Reading: 248
 - ALEKS:
 - Math: 14

Additional Requirements

- Students will be required to pass a mandatory background check.
- Students will be required to submit (at their own expense) a completed physical examination form and immunizations for health care providers.
- Current certification in CPR-Basic Life Support for Healthcare Providers**.
- Current certification in Mandatory Reporter-Adult & Child Abuse**.
- Satisfy "Essential Functions" guidelines.
- Return of Handbook consent forms as directed in orientation.

**Certifications may be obtained at Southeastern Community College. Students should work with an Enrollment Specialist for the appropriate courses and dates to obtain these certifications. All health career programs require students to earn a grade of "C" (2.0) or above in all coursework within the program. All other eligibility requirements must be met.

Where will this take me?

Medical Assistant
Medical Records Manager
Medical Secretary

Instructor and Staff

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Instructor
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Diploma, Southeastern Community College

Deb Shaffer

Instructor/Coordinator

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AAS, Mt. St. Clare College

ADN, Southeastern Community College

Medical Assistant - Diploma

West Burlington Campus

Program Requirements

Fall Semester I		Credit
BIO-163	ESSENTIALS OF ANATOMY AND PHYSIOLOGY	4
HSC-114	MEDICAL TERMINOLOGY	3
MAP-121	ADMINISTRATIVE PROCEDURES I: MEDICAL OFFICE	4
MAP-139	INTRODUCTION TO ELECTRONIC HEALTH RECORDS	2
MAP-364	CLINICAL PROCEDURES FOR MEDICAL OFFICE I	7
MAP-431	HUMAN RELATIONS	1
Semester Total.....		21
Spring Semester I		Credit
HIT-211	BASIC MEDICAL INSURANCE & CODING	3
MAP-122	ADMINISTRATIVE PROCEDURES II: MEDICAL OFFICE	3
MAP-369	CLINICAL PROCEDURES FOR MEDICAL OFFICE II	7
MAP-370	SPECIALTY PROCEDURES	4
MAP-401	MEDICAL LAW AND ETHICS	1
MAP-532	HUMAN BODY: HEALTH AND DISEASE	3
Semester Total.....		21
Summer Semester		Credit
MAP-602	CLINICAL EXTERNSHIP SEMINAR	1
MAP-615	CLINICAL EXTERNSHIP	5
Semester Total.....		6
Program Total.....		48