

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.

Admissions standards apply to this program. Please contact the Student Support Center for more details.

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 a Student Success Advocate 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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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>

West Burlington Campus

Program Requirements

Prerequisite	Credit
BIO-163 Essentials of Anatomy and Physiology	4
Semester Total.....	4

Fall Semester I	Credit
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.....	17

Spring Semester I	Credit
HIT-211 Basic Medical Insurance and 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