

## Amarillo College Curriculum Map

<b>Division:</b>	<b>Health Services</b>
<b>Degree/Academic Program(s):</b>	<b>Medical Assisting (MDCA.AAS, MDCA.CERT, ADMA.CERT)</b>
<b>Dean:</b>	<b>Kim Boyd</b>
<b>Chair/Director/Coordinator:</b>	<b>Jessica Hill</b>
<b>Submission Date:</b>	<b>9/14/2024</b>
<b>Purpose Statement:</b>	To prepare medical assistants who are competent in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains to enter the profession.

### Goal 1: Develop Clinical and Administrative Competency

Equip students with the skills and knowledge to perform essential clinical tasks, such as assisting in exams, administering medications, and recognizing disease symptoms, while also ensuring they can handle key administrative responsibilities like managing patient records, scheduling, and billing.

Program-Specific Courses	PLO #1: Demonstrate the ability to distinguish between normal and abnormal physiological functions, recognize signs and symptoms of diseases, and correlate medical treatments with patient outcomes.	PLO #2: Apply knowledge of legal terms, healthcare regulations, and ethical guidelines, including patient rights and advance directives, while understanding the medical assistant's role within healthcare law.	PLO #3: Handle billing and reimbursement tasks, manage patient records, schedule appointments, and use office software to support efficient healthcare operations.	PLO #4: Assist in routine and specialty examinations, administer medications, perform laboratory tests, follow safety protocols, and respond to medical emergencies in compliance with healthcare standards.	PLO #5: Exhibit effective communication, teamwork, time-management, and ethical behavior while applying industry-specific knowledge, laws, and safety practices in medical settings.
MDCA-1302 Human Disease/Pathophysiology	I, D				I, D
MDCA-1305 Medical Law and Ethics		I, D			I
MDCA-1343 Medical Insurance			I, D, M		I
MDCA-1421 Administrative Procedures		I, D, M	I, D		I, D, M
MDCA-1165 Practicum (administrative practicum)		D, M	D, M		
MDCA-1154 Med. Asst. Cred. Exam Review (for administrative certification exam)		D, M	D, M		
MDCA-1417 Procedures Clinical Setting	D			I, D, M	I, D

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MDCA-1448 Pharmacology Admin. Medicine	<b>D</b>			<b>I, D, M</b>	<b>I, D</b>
MDCA-1452 Med Asst Lab Procedures				<b>I, D, M</b>	
MDCA-1264 Practicum (clinical practicum)				<b>D, M</b>	
MDCA-1254 Med Asst Cred Exam Review (for clinical certification exam)				<b>D, M</b>	

**I = Introduced; D = Developed & Practiced with Feedback; M = Demonstrated at Mastery**

### Goal 2: Foster Legal, Ethical, and Professional Practices

Ensure students understand and apply healthcare laws, regulations, and ethical guidelines, including patient rights and safety protocols, while developing strong communication, teamwork, and time-management skills to effectively function in a healthcare setting.

<b>Program-Specific Courses</b>	<b>PLO #1:</b> Demonstrate the ability to distinguish between normal and abnormal physiological functions, recognize signs and symptoms of diseases, and correlate medical treatments with patient outcomes.	<b>PLO #2:</b> Apply knowledge of legal terms, healthcare regulations, and ethical guidelines, including patient rights and advance directives, while understanding the medical assistant's role within healthcare law.	<b>PLO #3:</b> Handle billing and reimbursement tasks, manage patient records, schedule appointments, and use office software to support efficient healthcare operations.	<b>PLO #4:</b> Assist in routine and specialty examinations, administer medications, perform laboratory tests, follow safety protocols, and respond to medical emergencies in compliance with healthcare standards.	<b>PLO #5:</b> Exhibit effective communication, teamwork, time-management, and ethical behavior while applying industry-specific knowledge, laws, and safety practices in medical settings.
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MDCA-1305 Medical Law and Ethics		<b>I, D</b>			<b>I</b>
MDCA-1343 Medical Insurance			<b>I, D, M</b>		<b>I</b>
MDCA-1421 Administrative Procedures		<b>I, D, M</b>	<b>I, D</b>		<b>I, D, M</b>
MDCA-1165 Practicum (administrative practicum)		<b>D, M</b>	<b>D, M</b>		

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MDCA-1154 Med. Asst. Cred. Exam Review (for administrative certification exam)		<b>D, M</b>	<b>D, M</b>		
MDCA-1417 Procedures Clinical Setting	<b>D</b>			<b>I, D, M</b>	<b>I, D</b>
MDCA-1448 Pharmacology Admin. Medicine	<b>D</b>			<b>I, D, M</b>	<b>I, D</b>
MDCA-1452 Med Asst Lab Procedures				<b>I, D, M</b>	
MDCA-1264 Practicum (clinical practicum)				<b>D, M</b>	
MDCA-1254 Med Asst Cred Exam Review (for clinical certification exam)				<b>D, M</b>	

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