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# Guided Pathways Program Map

NAME OF PROGRAM OF STUDY: **MEDICAL ASSISTING TECHNOLOGY**

EXPECTED CERTIFICATE/DEGREE (Total Number of Units):  
**CERTIFICATE OF COMPLETION-43 CREDIT HOURS-FULL TIME**

**DEVELOPMENT EDUCATION OPTIONS:** At EPCC, some students need to take developmental courses in Reading, Writing, Math, and/or ESOL based on their placement scores. Designed to prepare students for their college level courses, developmental courses are also offered in accelerated formats to help students reach this level faster. There are many support services available to help students succeed on their developmental paths. Students should enroll in any required developmental coursework their first semester in order to meet college course requirements and not delay degree completion. Scan the QR code below to learn more about EPCC's different developmental options. QR Scan reader required. You can also visit [Developmental Education](http://epcc.edu) webpage at [epcc.edu](http://epcc.edu) to access the information.



**PROGRAM DESCRIPTION:** The Certificate of Completion in Medical Assisting Technology prepares students to work in direct patient care, administrative clinic offices, doctor offices, or other medical facilities. Students learn about medical ethics, terminology, anatomy, physiology, pharmacology, phlebotomy, EKG's, laboratory procedures, and clinical procedures, including patient preparation and screening. Administrative competencies include health insurance filing, coding, office procedures, and medical bookkeeping. The Medical Assisting Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Medical Assisting Education Review Board (MAERB) Commission on Accreditation of Allied Health Education Programs. The cost of the program is around \$1,200 per semester (Including tuition, books, and supplies). The total cost for the AAS program is about \$8,000 and the total cost for the Certificate of Completion is about \$5,000.

**CAREER OPPORTUNITIES:** Medical assistants may work in many settings within hospital or outpatient clinics such as: physician's offices, hospitals, health practitioner's offices, outpatient care centers, and medical labs. Upon graduation, students have the opportunity to work as Medical Assistant Instructors, Medical Records Managers, Transcription Supervisors, Clinical Team Leaders, Lead Medical Assistants, or Clinical Team Leaders. The program provides a general medical background with a broader branch to other medical careers such as nursing. According to the U.S. Bureau of Labor Statistics, "Employment of medical assistants is projected to grow 23 percent from 2014 to 2024, much faster than the average for all occupations". Salaries range from \$24,040 - \$28,950/year in El Paso and \$30,909 - \$36,195/year for the State of Texas.

**PROGRAM REQUIREMENTS:** Students must complete specialized admission requirements prior to enrollment in specialized (MDCA) courses. The scheduled ranking date is the first week of June for Fall placement or the first week of December for Spring placement. It is ultimately the student's responsibility to

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submit all required documentation to allow for normal processing. Normal processing can take place in a few days or a few months depending on the document type and individual circumstances. It is unreasonable to expect that the student will be ranked if documentation is not submitted in a timely manner. Please see the [Program Guide for Medical Assisting Technology](#) for specialized admissions and process.

The capstone course for the Certificate of Completion is MDCA 1371: Medical Assisting Credentialing Exam Review. Most Medical Assisting Technology courses (MDCA) have a required skills lab. MDCA 1264: Practicum (or Field Experience)-Medical/Clinical Assistant provides career-related activities through an individualized agreement among the college, employer, and student. Under the supervision of the college and employer, students combines classroom learning with work experience. The Medical Assisting Technology Program volunteers throughout the El Paso and Socorro Districts at various health fairs, educational events, and the Vision and Hearing Certification at Region 19. The MDCA courses are meant to be taken concurrently in semester blocks and are only offered once per academic year. To complete the requirements for progression and graduation a grade of C or better must be obtained in all MDCA courses. Student unable to complete MDCA course must request reentering to the program.

Bring in this degree plan every time you meet with a counselor for advising and updating.

2019 - 2020  
C2-MDCC

Expires in 5 years

**NAME OF PROGRAM OF STUDY: MEDICAL ASSISTING TECHNOLOGY**

**EXPECTED CERTIFICATE/DEGREE (Total Number of Units):  
CERTIFICATE OF COMPLETION-43 CREDIT HOURS-FULL TIME**

Student Name \_\_\_\_\_ ID# \_\_\_\_\_ VA Student \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Counselor Name \_\_\_\_\_ Counselor Signature \_\_\_\_\_

❖ **Courses count toward the Associate of Applied Science in Medical Assisting Technology**  
**FIRST YEAR**

**FIRST SEMESTER**

Code	Course Name	Units	Milestones	Policies/structures needed to support student progression	Semester Completed	Grade
❖MDCA 1305	Medical Law & Ethics	3	Please visit your counselor/ advisor to discuss your next semester courses.	Is a prerequisite for MDCA 1417, MDCA 1448, & MDCA 1452		
❖MDCA 1313	Medical Terminology for Medical Assistants	3		Is a prerequisite for MDCA 1417, MDCA 1448, & MDCA 1452		
❖MDCA 1409	Anatomy & Physiology for Medical Assistants	4		Is a prerequisite for MDCA 1417, MDCA 1448, & MDCA 1452		
❖MDCA 1421	Administrative Procedures	4		Is a prerequisite for MDCA 1310		
❖MDCA 1443	Medical Insurance	4				
<b>Total</b>		<b>18</b>				

**SECOND SEMESTER**

Code	Course Name	Units	Milestones	Policies/structures needed to support student progression	Semester Completed	Grade
❖MDCA 1310	Medical Assistant Interpersonal & Communication Skills	3		Is a prerequisite to ECRD 1211, MDCA 1264, MDCA 1370, & MDCA 1371		
❖MDCA 1417	Procedures in a Clinical Setting	4		Is a prerequisite to 1211, MDCA 1264, MDCA 1371		
❖MDCA 1448	Pharmacology & Administration of Medications	4		Is a prerequisite to 1211, MDCA 1264, MDCA 1371		

Code	Course Name	Units	Milestones	Policies/structures needed to support student progression	Semester Completed	Grade
❖MDCA 1452	Medical Assistant Laboratory Procedures	4	Please visit your counselor/advisor to discuss your next semester courses.	Is a prerequisite to MDCA 1264 & MDCA 1371		
<b>Total</b>		<b>15</b>				

**SECOND YEAR**

**THIRD SEMESTER**

Code	Course Name	Units	Milestones	Policies/structures needed to support student progression	Semester Completed	Grade
❖ECRD 1211	Electrocardiography	2				
❖MDCA 1264	Practicum (or Field Experience) Medical/Clinical Assistant	2	Completion of the Certificate of Completion in Medical Assisting Technology.	Professional Practice Insurance required.		
❖MDCA 1370	Procedures in a Clinical Setting II	3				
❖MDCA 1371	Medical Assisting Credentialing Exam Review	3				
<b>Total</b>		<b>10</b>				

**TRANSFER PATHS AND REQUIREMENTS:** The Medical Assisting Technology program can only accept students from other Institutions that are accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). Common university and program-specific requirements the completion of the TSI Assessments.