MEDICAL ASSISTING, CERTIFICATE OF TECHNOLOGY

Program Information

The medical field is one of the fastest-growing industries in the nation. As more doctors open offices or join established practices, the need for well-trained assistants increases. Medical assistants shoulder huge responsibilities. A day's work could include: scheduling appointments, preparing patients for examination, recording vital signs, arranging hospital admissions, handling lab specimens, sterilizing instruments, calling in prescriptions, drawing blood, handling insurance, removing sutures, and taking electrocardiograms.

Medical assistant employment is expected to grow faster than the average for all occupations as the health services industry expands. The increasing number of group practices, clinics, and other health care facilities drives employment growth for support personnel, particularly the flexible medical assistant.

After completing the Medical Assisting program, the student earns a Certificate of Technology and is eligible to sit for three exams. These include the American Association of Medical Assistants (AAMA) exam to earn the Certified Medical Assistant (CMA) certification, the Registered Medical Assistant (RMA) exam to earn a certificate from the American Medical Technologists (AMT), and the National Center for Competency Testing (NCCT) exam to earn the National Certified Medical Assistant (NCMA) certification.

Program Accreditation

The San Jacinto College Medical Assisting program is accredited by:

The Commission on Accreditation of Allied Health Education Programs (www.caahep.org (http://www.caahep.org)) upon the recommendation of the Medical Assisting Education Review Board (MAERB) (http://maerb.org) (http://maerb.org).

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
9355-113th St. N, #7709
Seminole, FL 33775
Telephone: 727-210-2350
Fax: 727-210-2350

www.caahep.org (http://www.caahep.org)

Career Opportunities

The San Jacinto College Medical Assisting Certificate of Technology prepares students for careers in the offices of:

- Physicians,
- Podiatrists,
- Chiropractors,
- Ophthalmologists, and
- Other health practitioners.

Earning Potential

Medical Assistant: $36,925 per year[1]

[1] Source: texaswages.com , median salary Gulf Coast region, 2021

For more information, students may contact one of the following:

281-459-5410 or email chris.mendoza@sjcd.edu

281-998-6150, x7301 medicalassisting@sjcd.edu

Links

Students may refer to the College website regarding Medical Assisting (https://www.sanjac.edu/programs/areas-of-study/health/medical-assisting/) for more information.

Campus

North Campus

Information

The Medical Assisting program is designed to train medical assistant personnel to perform both administrative and clinical duties and to report directly to an office manager, physician, or other health practitioner. Administrative duties may include answering telephones, greeting patients, updating and filing patient medical records, filling out insurance forms, scheduling appointments, handling billing, and bookkeeping. Clinical duties vary according to state law but can include taking medical histories and recording vital signs, explaining treatment procedures to patients, preparing patients for examination, and assisting physicians during examination.

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Students enrolling into San Jacinto College programs with external learning experiences (i.e., clinical, practicum, externship, cooperative, etc.) will be required to comply with the immunization requirements and policies of the clinical/external learning sites to engage in all clinical/external learning experiences. Vaccination requirements at clinical/external learning sites are implemented pursuant to the independent authority of such facilities and are not mandated by San Jacinto College. Failure to meet the immunization requirements mandated by clinical/external learning sites may limit a student's ability to complete the program and/or may delay the student's graduation date. San Jacinto College does not process exemptions, and students should address potential vaccination exemptions directly with the clinical/external learning site.

Students may view the application packet and student handbook online at the Medical Assisting (https://www.sanjac.edu/programs/areas-of-study/health/medical-assisting/) webpage.

In accordance with Texas House Bill 1508, the College informs all students in this program who may have a criminal background that a criminal history could keep graduates from being licensed by the state of Texas. Students with any questions about their background and licensure may speak with the Department Chair.

External Experience: MDCA 1560 Clinical - Medical/Clinical Assistant

Note: Students must pass each course listed in the certificate for Medical Assistant with a grade of C or higher to be eligible to receive a certificate of technology.

Plan of Study

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First Term		Credits
MDCA 1313	Medical Terminology	3
POFT 1301	Business English	3
MDCA 1309	Anatomy and Physiology for Medical Assistants	3
MDCA 1421	Administrative Procedures	4
MDCA 1343	Medical Insurance	3
	Credits	**16**
Second Term		
MDCA 1205	Medical Law and Ethics	2
MDCA 1302	Human Disease/Pathophysiology	3
MDCA 1448	Pharmacology and Administration of Medications	4
MDCA 1310	Medical Assistant Interpersonal and Communication Skills	3
MDCA 1417	Procedures in a Clinical Setting	4
	Credits	**16**
Summer Year One Term		
MDCA 1254	Medical Assisting Credentialing Exam Review	2
MDCA 1560	Clinical - Medical/Clinical Assistant	5
	Credits	**7**
	Total Credits	**39**