

Hagerstown Community College
OFFICIAL MASTER SYLLABUS DOCUMENT

COURSE: MAP 210 – Clinical Medical Assistant

4 Credits

INSTRUCTOR:

SEMESTER/YEAR: Summer 2016

COURSE DESCRIPTION:* This course provides the medical assistant student with the clinical theory and skills that are utilized within medical practices. Emphasis is placed on patient examinations, patient care and education with office and ambulatory surgery procedures, assisting with rehabilitative treatments and modalities, medical and surgical asepsis wound care, and basic pharmacology including oral and parenteral drug administration. Medical scrubs required. Course fee required. Total of 45 hours of lecture and 30 hours of laboratory. Students must receive a grade of “C” or better in all required MAP and PLB courses prior to registering for this course.

TEXTBOOK:* Clinical Procedures for Medical Assisting, Booth, McGraw-Hill.

STUDENT LEARNING OUTCOMES:*

1. Identify and apply the significance of respecting cultural , religious , and age related values and beliefs
2. Demonstrate ability/competence while performing clinical skill set requirements.
3. Apply all standard precautions and sterile technique with proficiency for all clinical skill sets
4. Using interpersonal skills , demonstrate ability to apply oral, written and electronic communication skills in documentation and education for patient care
5. Demonstrate using normal and abnormal signs and symptoms change in condition and report /record to physician per policy
6. Demonstrate knowledge of HIPPA Compliance and scope of practice including documentation and reporting

Total Hours of Coursework:

To earn one academic credit at HCC, students are required to complete a minimum of 37.5 clock hours (45 fifty-minute “academic” hours) of coursework per semester. Those hours of coursework may be completed through a combination of hours within the classroom and hours outside the classroom. Certain courses may require more than the 37.5 minimum hours of coursework per credit. This 4 credit course achieves the minimum of 150 hours of total time by requiring 50.0 hours of instructional time and 100 hours of student work outside of instructional time.

ACCOUNTING FOR CREDIT HOUR REQUIREMENT

Face-to-Face and Online Course

Assignment/Assessment	Clock Hours
Homework, Reading, Projects	45 hours
Studying for regular exams/quizzes	70 hours
Final Assessment (Common Final Exam)	20 hours
Total out of class time	135 hours