

HEALTH SCIENCES

GUIDED PATHWAY: MEDICAL ASSISTING

For more information, visit www.dcccd.edu/medassist and your academic advisor at your college.

This is an example course sequence for students interested in pursuing the Medical Assisting Certificate. It does not represent a contract, nor does it guarantee course availability. Following this pathway will help you earn a certificate in Medical Assisting ⁱⁱ. For official requirements, [click here](#).

The Medical Assisting Certificate program is a 12-month program designed to prepare individuals to perform the duties of a medical assistant who can function in an acute care clinical setting or physician's office in the areas of: medical office administration, clinical lab procedures, examining room assisting and physicians' office laboratory procedures. Courses that complete the Certificate (C) are noted below.

Students pursuing this certificate are waived from the [Texas Success Initiative \(TSI\)](#) standards, but must meet course prerequisites, as long as the student completes the TSI waiver form prior to enrollment.




ONLY Offered at ECC

SEMESTER-BY-SEMESTER MAP FOR FULL-TIME STUDENTS ⁱⁱⁱ

PREREQUISITE SEMESTER 1 ^{iv}

ENGL 1301 – Composition I ^v (core course)

SPCH 1311 – Introduction to Speech Communication (core course) **OR**

SPCH 1321 – Business and Professional Communication (core course)

FALL COHORT SEMESTER 1 ^{vi}

SPRING COHORT SEMESTER 1 ^{vi}

| C | | ACTION ITEMS |
|---|--|---|
| ♦ | MDCA 1205 – Medical Law and Ethics | <input type="checkbox"/> Meet with your advisor to confirm academic and career goals before the end of the semester. <input type="checkbox"/> Meet with a career advisor or coach to research your career options and opportunities for job shadowing. <input type="checkbox"/> Meet with your advisor to request an official program of study audit, confirm or update your academic/career path and program of study. |
| ♦ | MDCA 1313 – Medical Terminology OR HPRS 2302 – Medical Terminology for Allied Health | |
| ♦ | MDCA 1409 – Anatomy and Physiology for Medical Assistants | |

TOTAL SEMESTER CREDIT HOURS: 9

FALL COHORT SEMESTER 2

SPRING COHORT SEMESTER 3

| C | | ACTION ITEMS |
|---|--|--|
| ♦ | MDCA 1443 – Medical Insurance | <input type="checkbox"/> Meet with the clinical coordinator regarding placement for the Clinical course. |
| ♦ | MDCA 1421 – Administrative Procedures | |
| ♦ | HPRS 2300 – Pharmacology for Health Professions | |
| ♦ | MDCA 1417 – Procedures in Clinical Setting | |

TOTAL SEMESTER CREDIT HOURS: 15

FALL COHORT SEMESTER 3 (MAYMESTER/SUMMER)

SPRING COHORT SEMESTER 2 (MAYMESTER/SUMMER)

| C | | ACTION ITEMS |
|---|--|--|
| ♦ | MDCA 1391 – Special Topics in Medical Assistant | <input type="checkbox"/> Meet with the clinical coordinator regarding placement for the Clinical course. |
| ♦ | MDCA 1352 – Medical Assistant Laboratory Procedures | |

TOTAL SEMESTER CREDIT HOURS: 6

FALL COHORT SEMESTER 4

SPRING COHORT SEMESTER 4

| C | | ACTION ITEMS |
|---|--|--|
| ♦ | MDCA 2361 – Clinical-Medical/Clinical Assistant | <input type="checkbox"/> After reviewing your degree plan and program of study, apply for Graduation. <ul style="list-style-type: none"> ○ Meet the Health Occupations Admissions Office to apply for the Medical Assisting Certificate. ○ Sign up for commencement. <input type="checkbox"/> Join the Alumni Network! |
| ♦ | MDCA 1154 – Medical Assisting Credentialing Exam Review | |

TOTAL SEMESTER CREDIT HOURS: 4

CERTIFICATE MINIMUM: 40 SEMESTER CREDIT HOURS | PATHWAY TOTAL: 40 SEMESTER CREDIT HOURS

ⁱ Degree plans may change in later catalogs. You may use this pathway if you entered one of the seven colleges on or before this date.

ⁱⁱ Students must earn at least 25% of the credit hours required for graduation through instruction by one of the seven DCCCD colleges awarding the certificate.

ⁱⁱⁱ This is not an official degree plan. For official degree requirements, [click here](#).

^{iv} Prerequisite Semester 1 can be modified for part-time enrollment. Once you are admitted to the program, you must enroll as outlined in Program Semesters 1-4.

^v You must earn a grade of "C" or better in ENGL 1301.

^{vi} A cohort is accepted each fall and spring semester.