

**Maysville Community & Technical College
MEDICAL ASSISTING PROGRAM**

Program Contact: Deanna Butler – Maysville Campus
Contact Information: 606-759-7141 Ext. 66230
Office Location/E-Mail: Room T-210B deanna.butler@kctcs.edu
Academic Plan Code: 5108014020

**Selective Admissions
DIPLOMA**

Diana Reeder – Rowan Campus
606-759-7141 Ext. 66363
Room 105a diana.reeder@kctcs.edu
Academic Program Code: 5108014039

General Education & Support Classes		Credit Hours	Semester Taken
<i>Choose One</i>			
CLA 131	Medical Terminology	3	
AHS 115	Medical Terminology (preferred)	(3)	
MIT 103*	Medical Office Terminology	(3)	
<i>Choose One</i>			
KHP 190	First Aid & Emergency Care	2	
CPR 100	CPR for Healthcare Professional	(1)	
BIO 135	Basic Anatomy & Physiology	4	
<i>Choose One</i>			
ENG 101	Writing I (required for AAS)	3	
TEC 200	Technical Communications	(3)	
<i>Choose One</i>			
CIT 105	Introduction to Computers (required for AAS, preferred)	3	
MIT 105*	Introduction to Info Systems (required for AAS)	(3)	

1. Additional electives can lead to AAS GO/TS degree (see checksheet).

2. Minimum Scores

	Math	Reading	Writing
ACT	17	17	17
COMPASS	42 (pre-Alg)	80	64

See COMPASS Placement Scores in Master Advising Quick Guide for placement into developmental courses.

3. It is preferred, but not required, that general education and support courses be completed prior to program admission.

4. A grade of “C” or higher must be achieved in all program required courses.

*In Commission on Accreditation of Allied Health Education (CAAHEP) accredited Medical Assisting programs, OST/MIT courses must be taught by approved faculty and requirements according to CAAHEP standards & guidelines. The transfer of OST courses must be approved by the Medical Assisting coordinator at the specific college accepting credit.

Core Requirements Taken upon program admission		Credit Hours	Semester Taken
MAI 105	Introduction to Medical Assisting	3	
MAI 120	Medical Assisting Lab Techniques I	3	
MAI 140	Medical Assisting Clin Proc I	4	
<i>Choose One</i>			
MAI 150	Medical Assisting Admin Proc I	3	
MIT 217*	Medical Office Procedures	(3)	
MAI 170	Dosage Calculations	(2)	
MAI 200	Pathophysiology for the Med Asst	3	
MAI 220	Medical Asstg Lab Techniques II	3	
<i>Choose One</i>			
MAI 230	Medical Insurance (preferred)	3	
MIT 104*	Introduction to Medical Insurance	(3)	

Core Requirements Continued		Credit Hours	Semester Taken
MAI 240	Medical Asstg Clin Proc II	4	
<i>Choose One</i>			
MAI 250	Medical Asstg Admin Proc II (preferred)	3	
MIT 227*	Medical Office Software	(3)	
MAI 270	Pharmacology for the Med Asst	3	
MAI 281	Medical Assistant Practicum	1	
MAI 282	Medical Assistant Externship	3	
MAI 289	Medical Assisting Assessment Preparation (Implementation Fall 2016)	1-2	
	Total Credit Hour Requirements	50-54	

Notes:

The Maysville Community & Technical College, Maysville & Rowan Campus, Medical Assisting Diploma Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB) CAAHEP, 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, (727) 210-2350.