

Medical Assistant (EP) Associate in Applied Science Degree

Semester Sequence - Part-Time

Offered at Eden Prairie Only

Pre-Medical Assistant Requirements

All Pre-Medical Assistant courses must be completed with a "C" or better.

	Accuplacer Computer Literacy Test Score of 70%+	
	or	
CPLT1100	Computer Essentials	3
	Keyboarding score of 25 nwpm	
	or	
CPLT1000	Computer Keyboarding	2
EMSV1020	CPR/First Aid	1
	or	
	Current CPR for Health Care Provider or Professional Rescuer	
	Score of 252+ on Arithmetic Accuplacer	
	or	
MATH0910	Math Pathways Plus for College and Careers	4
	or	
MATH0920	Math Pathways for College and Careers	3
BIOL1400	Human Biology	4
	or	
HLTH1010	Anatomy and Physiology	4
	Choose one of the following COMM Courses:	
COMM1200	Intercultural Communication	3
COMM1250	Interpersonal Communication	3
COMM1260	Small Group Communication	3
	Choose 3 credits from MnTC Goal Area 2	3
ENGL1250	Short Form Composition and Reporting	4
HLUC1020	Medical Terminology	2

Total Credits 16

* Students must have a cleared criminal background study. Contact MN Department of Human Services, 651-431-2000, with questions.

*Completed immunization form.

First Semester

HLTH1020	Disease Conditions	3
MAST1015	Medical Assistant Administrative I	3

Total Credits 6

Second Semester

MAST1045	Pharmacology	3
MAST2015	Medical Assistant Administrative II	3

Total Credits 6**Summer Semester**

PHIL1200	Ethics	3
	or	
PHIL1400	Medical Ethics (recommended)	4
PSYC1200	Psychology Throughout the Lifespan	3

Total Credits 6**Third Semester**

MAST1020	Lab I	4
MAST1030	Clinical Procedures I	4

Total Credits 8**Fourth Semester**

MAST2022	Lab II	5
MAST2035	Clinical Procedures II	5

Total Credits 10**Fifth Semester**

MAST1060	Documentation for Health Care Professionals	2
	or	
MAST2000	Fundamentals of Radiographic Imaging	2
	or	
HLTH1000	Introduction to Health Careers	3
	or	
HLTH2001	Nutrition and Health	2
MAST2041	Practicum	6

(Only online courses can be taken during this semester.)

Total Credits 8**General Information**

- The Hennepin Technical College Medical Assistant Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, P: 727-210-2350, F: 727-210-2354, E: mail@caahep.org, upon the recommendation of the Medical Assistant Education Review Board (MAERB).
- The HTC's Medical Assistant Program expectations are to prepare competent entry level Medical Assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- All Medical Assistant students must earn a grade of C in all MAST courses to continue. If a student earns less than a C in a MAST course or drops a course (earning a W), the course may be repeated one time only. • Current CPR for Health Care Provider, Professional Rescuer or EMSV1020 CPR/First Aide required before enrolling in MAST2041 Practicum.
- Students are required to complete a 240-hour **unpaid** practicum.
- The approximate books and supplies cost for MAST is \$1,800.
- Students must complete the Medical Assistant program in 4 years. The 4-year timeline begins with the first semester MAST courses.
- Grading scale used in MAST courses:

- 93-100% = A
- 86-92% = B
- 80-85% = C
- 75-79% = D
- < 74% = F

Criminal Background Studies

Minnesota law requires that any person who provides services that involve direct contact with children, patients, and residents at a health or child care facility licensed by the State of Minnesota must have a background study conducted by the state. Individuals with specified felony convictions are prohibited from having direct contact with children, patients, and residents of licensed facilities. Anyone refusing to cooperate in the criminal background study cannot participate in coursework that requires direct contact with children, patients or residents. Students who are disqualified from having direct patient/resident/child contact will not be able to participate in coursework which includes a practical experience. Therefore, completion of coursework for the program major will not be possible without documentation of a cleared background study.

MnTC Goal Area 2

A complete list of MnTC courses and Goal Areas that can be used to meet General Education requirements can be found at www.hennepintech.edu. The same course cannot satisfy more than one MnTC Goal Area requirement.

BIOL1000	Biology in Society	4
BIOL1100	Nutrition and Health	3
BIOL1300	Introduction to Forensic Science	3
BIOL1400	Human Biology	4
BIOL2005	General Biology I	4
BIOL2125	Anatomy and Physiology I	4
BIOL2225	Anatomy and Physiology II	4
BIOL2235	Microbiology	4
COMM1260	Small Group Communication	3
MATH1150	Applications of Quantitative Reasoning	3
PHIL1100	Critical Thinking for College Success	3
PHYS1005	Introductory Physics I	3
PHYS1010	Introductory Physics II	3
SOCI1100	Introduction to Sociology	3

Choose a Total of: 3 Credits

Graduation (60 Credits)

Semester listings reflect the recommended sequence. Due to circumstances beyond our control, the information herein is subject to change without notice.

3/10/2023 : BP / EP 7809