



**EMPHASIS:** Medical Assistant  
**DEGREE:** Associate in Applied Science

**Purpose:** Medical Assistants are multi-skilled practitioners who perform in a wide range of skills in physicians' offices and other health care settings. Program graduates assist physicians and other health care practitioners on many aspects of medical practice, including patient care management, administrative, and clinical procedures. Clinical procedures include: assisting with physical examinations, phlebotomy (blood draw), administering injections, performing electrocardiograms (EKGs) and instrument sterilization.

**Program Outcomes:** Students who successfully complete this program should be able to:

- A. Perform administrative tasks using computer software to research and organize data for medical information systems.
- B. Demonstrate efficiency in maintaining accurate and well organized patient medical records.
- C. Effectively use oral and written communication skills as they relate to a medical office environment.
- D. Perform within legal & ethical boundaries, including issues of patient confidentiality.
- E. Recognize the impact of cultural differences in care of patients.
- F. Use problem-solving/critical thinking to identify proper clinical procedures/processes, including infection control guidelines (Standard Precautions) as determined by the Center for Disease Control and the Occupational Safety & Health Administration.
- G. Prepare and maintain examination and treatment areas.
- H. Demonstrate the ability to prepare a patient for and assist with routine and specialty examinations and procedures, including obtaining/documenting vital signs and body measurements.
- I. Demonstrate knowledge of basic pharmacology and medication administration.
- J. Demonstrate knowledge of laboratory procedures performed in the medical office laboratory, including venipuncture and capillary puncture.
- K. Recognize and be able to respond to medical office emergencies within the scope of training.
- L. Demonstrate ability to maintain medical office equipment and supplies.
- M. Demonstrate ability to administer medications through way of intramuscular, subcutaneous, and intradermal.
- N. Understand and demonstrate the proper way to calculate doses of medication

**Learning Themes:**

General education outcomes at Centralia College help students, faculty, and the general public identify what learning is expected when a student has completed a degree or program. The administration, faculty, and staff have agreed upon the following five Learning Ability Themes which students can expect to encounter in most courses and by the completion of any degree or program.

**Reasoning:**

The ability to extract information from data, develop ideas and solutions, establish logical progression in thinking, and problem solve using such procedures as literary analysis or the scientific methods.

**Written, Oral and Visual Communication:**

The ability to make oneself understood in public, interpersonal, professional, artistic, and technical arenas.

**Exploration-Self and Others:**

An awareness of the values, beliefs, customs, and contributions of persons from one's own and other traditions, ethnicities, classes, and genders.

**Resourcefulness:**

The ability to adapt to change, such as technological innovations or environmental conditions.

**Responsibility:**

The ability to be accountable to self, society, and the natural world.

This Educational Plan is intended as a guide for students who wish to emphasize a specific area of study for the Associate in Applied Science degree. It is not a guarantee that the courses listed in the plan will be available in the sequence suggested. In some instances, due to low enrollment, some courses may not be offered at all.

**Estimated Quarterly Program Costs (subject to change without notice)**

Resident Tuition (15 credits) and fixed fees*:	\$1399
US Citizen Nonresident Tuition (15 credits) and fixed fees*:	\$ 1536
Non US Citizen Nonresident Tuition (15 credits) and fixed fees*:	\$ 3202
Books and supplies (estimate):	\$ 337
Lab fees:	\$ 61

*\*Tuition is subject to change due to State Legislative actions*

Centralia College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment. All inquiries regarding compliance with access, equal opportunity and/or grievance procedures should be directed to the Centralia College Vice President of Human Resources and Legal Affairs, 600 Centralia College Blvd., Centralia, WA 98531.