

# Medical Assistant

PROGRAM CODE: 31-509-1



Technical Diploma



COURSE	CREDITS
HEALTH-101 Medical Terminology *	3
HEALTH-107 Digital Literacy for Healthcare *	2
MEDAST-301 Medical Assistant Administrative Procedures ‡	2
MEDAST-302 Human Body in Health and Disease ‡	3
MEDAST-303 Medical Assistant Lab Procedures 1 ‡	2
MEDAST-304 Medical Assistant Clinical Procedures 1 ‡	4
MEDAST-309 Medical Law, Ethics and Professionalism	2
ENG-195 Written Communication ‡ (or) ENG-201 English 1 ‡	3
MEDAST-305 Medical Assistant Laboratory Procedures 2 ‡	2
MEDAST-306 Medical Assistant Clinical Procedures 2 ‡	3
MEDAST-307 Medical Office Insurance and Finance ‡	2
MEDAST-308 Pharmacology for Allied Health ‡	2
MEDAST-310 Medical Assistant Practicum ‡	3

**Location:** Downtown Milwaukee Campus

**Start Dates:** August and January

**Admission Requirement:** High school diploma or GED required; biology coursework recommended. This program admits students through a petition selection process. See the program's webpage at [matc.edu](http://matc.edu) to view the petition process and all requirements.

**Financial Aid Eligible:** Yes.  
Apply at [fafsa.gov](http://fafsa.gov). Use School Code 003866.

### Program Description

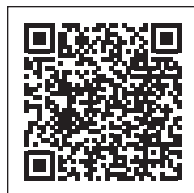
The Medical Assistant program prepares individuals to assist physicians in their offices or other medical settings. Medical assistants perform a wide range of duties. The medical assistant is responsible for medical and surgical asepsis, taking vital signs, assisting the physician with examinations and surgery, administering ECGs, and administering medications.

### Career Outlook

The demand for Certified Medical Assistants continues to grow. Graduates perform various functions such as drawing blood, administering EKGs and carrying out lab procedures.

### Program Learning Outcomes

- Perform medical office administrative functions.
- Provide patient care in accordance with regulations, policies, laws and patient rights.
- Perform medical laboratory procedures.



**Complete Program Details**

**QUESTIONS?** 414-297-6263, 262-238-2281 or [healthpathway@matc.edu](mailto:healthpathway@matc.edu)

### CREDITS

Total credits needed to complete this diploma

# 33

‡ Prerequisite required.

\* May be taken prior to entering the program.

All MEDAST courses must be completed within 18 months of starting technical courses in the program.

Program curriculum requirements are subject to change.

The medical assistant program at MATC has a job placement rate of 100% for the graduate cohort in 2020.

**Current MATC students should consult their Academic Program Plan for specific curriculum requirements.**

The medical assistant diploma program is accredited by the Commission on Accreditation of Allied Health Education Programs ([caahep.org](http://caahep.org)) upon the recommendation of the Medical Assisting Education Review Board. 2020 N. California Avenue, #213 Suite 7, Chicago, IL. 60647 [maerb.org](http://maerb.org)