

# Lake Superior College

## Program Planner

Created on: 3/01/05

Updated: 02/10/11

Effective: *Fall 2011*

*Qualified applicants should be aware that program class sizes are limited, which may delay acceptance into the program.*

*You may be required to complete additional (or less) coursework, dependent upon the results of your Computerized Placement Test (CPT) and/or previous coursework completed or certifications awarded.*

**Program:** **Medical Assisting**

**Degree Type:** **Diploma**

**Total Required Credits:** **38**

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### Pre-program Requirements

Successful entry into this program requires a specific level of skill in the areas of English, mathematics, and reading. Program entry will depend, in part, on meeting the prerequisites listed below:

**English:**

- A score of 86 or higher on the Sentence Skills portion of the CPT, OR
- Completion of ENGL0460 or its equivalent transfer course or higher with a grade of "C" or better.
- If required, ENGL0460 may not be taken concurrently with Semester I coursework.

**Mathematics:**

- A score of 36 or higher on the Elementary Algebra Skills portion of the CPT, OR
- Completion of MATH0450 or its equivalent transfer course or higher with a grade of "C" or better.
- If required, MATH0450 may not be taken concurrently with Semester I coursework.

**Reading:**

- A score of 78 or higher on the Reading Comprehension portion of the CPT, OR
  - Completion of READ0465 or its equivalent transfer course or higher with a grade of "C" or better.
  - If required, READ0465 may not be taken concurrently with Semester I coursework.
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## Required Pre-technical Courses

(NOTE: If student has no word processing experience.)

Course ID# (concurrent)	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
ADSC1715 (No)	Word Processing (ADSC1710 or instructor's consent)	F/S	2	

## Semester I

Course ID#	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
FYE1000	Intro to College (None)	F	1	
ALTH1410	Medical Terminology (READ0465)	F	1	
BIOL1000	Human Body in Health and Disease (College-level reading and writing)  <b>NOTE:</b> BIOL1005, BIOL1140, and BIOL1141 will be accepted in lieu of BIOL1000.	F	5	
MEDA1405	Medical Assistant Administrative Procedures (ADSC1715 or instructor's consent)	F	3	
MLTN1402	Basic Skills for Laboratory Personnel (Enrollment in the Phlebotomy, or Medical Assisting program, or instructor's consent)	F	4	
SOC1111	Introduction to Sociology (College-level reading and writing)	F/S	3	
<b>Total Credits for Term</b>			<b>17</b>	

## Semester II

Course ID#	Course Title (Pre-reqs)	Term	Credits	Grade/ Term
ALTH1440	Medical Ethics and the Law (READ0465)	F/S	1	
MEDA1400	Medical Assistant Clinical Procedures I (BIOL1000, ALTH1410, MLTN1402, MEDA1405, or instructor's consent)	S	2	
MEDA1402	Medical Assistant Clinical Procedures II (MEDA1400)	S	4	

<b>MLTN1452</b>	<b>Medical Laboratory Procedures I</b> (Completion of MLTN1402 and enrollment in the Medical Assisting program)	<b>S</b>	<b>2</b>	
<b>MLTN1522</b>	<b>Medical Laboratory Procedures II</b> (Completion of MLTN1452 and enrollment in the Medical Assisting program)	<b>S</b>	<b>2</b>	
<b>MLTN1572</b>	<b>Phlebotomy Skills for Health Professional</b> (Enrollment in the Medical Assisting program or instructor's consent)	<b>S</b>	<b>1</b>	
	<b>Communications Elective</b> (Refer to Goal Area One course options listed on the AA planner)	<b>F/S</b>	<b>3</b>	
<b>Total Credits for Term</b>			<b>15</b>	

**NOTE:** Current certification in American Heart Association: BLS Healthcare Provider or American Red Cross: CPR/AED for the Professional Rescuer and First Aid is required prior to beginning the Medical Assistant Internship (MEDA2417). Current certification needs to be documented in the student file prior to beginning the clinical internship. ALTH1430 will satisfy this requirement. Background Study approval is required from the State of Minnesota and/or Wisconsin as well as a criminal background study through Verified Credentials, Inc.

### Summer Session

<b>Course ID#</b>	<b>Course Title</b> (Pre-reqs)	<b>Term</b>	<b>Credits</b>	<b>Grade/ Term</b>
<b>MEDA2417</b>	<b>Medical Assistant Internship</b> (Successful completion of all program academic course work, completed medical history and physical, current immunizations, and background check)	<b>SUM</b>	<b>4</b>	
<b>RADT1415</b>	<b>X-ray Operations for Allied Health</b> (Enrollment in an Allied Health Program or instructor's consent)	<b>SUM</b>	<b>2</b>	
<b>Total Credits for Term</b>			<b>6</b>	

**NOTE:** All courses must be completed with a "C" or better.

- All courses in diploma and/or certificate programs are acceptable for credit toward Lake Superior College degree programs as indicated on individual program planners.
- This is not a contract; Lake Superior College reserves the right to change the planner as necessary.
- This document can be made available in alternative formats, such as large print, Braille, or audio tape, by calling 733-7650 or MRS/TTY 800-627-3529.