MEDICAL ASSISTING CERTIFICATE

(40 Quarter Credits)

2023-2024

Program Prerequisites:

- Placement into IRW 115 Critical Reading and Writing (5 credits) or WR 115 Introduction to Expository Writing (4 credits)

Coursework:

Course Number	Course Title	Prerequisites	Credits
Fall Term			18
MA 110	Medical Office Communications and Professionalism	none	3
MA 114	Electronic Health Records	none	2
MA 117	Medical Office Administrative Procedures	none	5
MP 111	Medical Terminology	placement into IRW 115 or WR 115	4
MP 140	Introduction to Health Law and Ethics	none	3
MA 170	Admin Practicum	dept permission	1
Winter Term			18
MA 115	Digital Health & Patient Care	none	2
MA 125	Medical Office Clinical Procedures	none	6
MA 126	Medical Office Diagnostic Procedures	none	5
MA 130	Body Systems, Diseases, and Drug Treatments	none	4
HE 113	First Aid & CPR/AED Professional Rescuers/Healthcare Providers	Rec: IRW 115 or place	1
Spring Term			4
MA 270	Clinical Practicum	Prereq: HE 113 Dept permission	4
		Total Quarter Credits	40

Program Accreditation Statement

The Columbia Gorge Community College Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Medical Assisting Education Review Board (MAERB).

Program Entry Requirements:
- High school completion or GED.
- Students must demonstrate a working knowledge and/or background of basic computer skills including Windows, keyboarding, Internet and email.

Additional Requirements:
Admitted students must meet/pass the following requirements within designated time frames (any associated costs are at the student's own expense) (https://www.cgcc.edu/nursing-health-occupations/ma/degrees-certificates):
- Immunization validation
- TB screening
- A drug screen
- A criminal background check and sex offender check
- Current CPR BLS provider certificate
- Transportation to clinical facilities throughout the Mid-Columbia area
- Information regarding these requirements will be distributed in a mandatory orientation in September after acceptance

Comprehensive Certificate Requirements & Limitations:
- All candidates for a certificate must have at least a 2.0 minimum cumulative grade point average ("C" average).
- Credit courses, numbered below 100 cannot be used to fulfill the credit minimum requirements for certificates.
- At least 12 credits must be earned at CGCC, nine of which must apply to the certificate requirements. The final nine credits must be earned at CGCC.
- A maximum of 12 credits of "P" (pass) grades will apply to any one-year certificate. Some certificate requirements may vary and will be listed in that specific certificate.
- No more than 12 credits of Cooperative Education courses may apply to any one-year certificate.
- Only nine credits of 199 and 299 experimental courses apply.

This form is intended for advising purposes only.

See your declared catalog for a complete list of degree requirements.

Columbia Gorge Community College is an equal opportunity educator and employer.