**PROGRAM PLAN OF STUDY**

**TERM:** FY16/17

**WEEKS OF INSTRUCTION:** 40

**EFFECTIVE DATE:** 8/18/2016

**STATE PROGRAM NAME:** Medical Services

**CLUSTER:** Health Science

**LOCAL PROGRAM NAME:** Medical Assisting

**COHORT:** High School

**OCAS CODE:** 9326

**CIP CODE:** 51.0801

**CM CODE:** HL0010022

**SOC CODE:** 31-9092

**TUITION RATE:** HR/$4.00

**INSTRUCTOR (S):** Melissa Johnson, Gina Davis, Beverly Osborne, Niki White

**CAMPUS:** Health Science

**DISTANCE EDUCATION PERCENTAGE:** 10%

**REQUIRED GRADE:** "C" or better

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**STUDENT NAME & ID#:**

**STUDENT TYPE:** High School

**COURSE #** | **OCAS CODE** | **ACAD CRE** | **OHLAP CREDIT** | **THEORY/LAB** | **CLINICALS** | **TOTAL** | **START DATE** | **END DATE** | **#DAYS**
--- | --- | --- | --- | --- | --- | --- | --- | --- | ---
BMEA-0404 |  |  |  | Introduction to Medical Office | 10 | 50 | 60
 |  |  |  | Clinical Procedures - Part I |  |  | 
HLTH-0342 |  |  |  | Core Medical Terminology | 45 | 0 | 45
 |  |  |  | Introduction to Medical Office |  |  | 
BMEA-0394 |  |  |  | Clinical Procedures - Part II | 10 | 50 | 60
 |  |  |  | Introduction to Medical Office |  |  | 
THRP-0233 |  |  |  | Pharmacology | 15 | 30 | 45
 |  |  |  | Introduction to Medical Assisting |  |  | 
HLD0597 |  |  |  | Anatomy | 80 | 40 | 120
 |  |  |  | Introduction to Medical Assisting |  |  | 
BMEA-0363 |  |  |  | Medical Assisting Clinical | 30 | 0 | 30
 |  |  |  | Experience |  |  | 
BMEA-0305 |  |  |  | Experience | 0 | 165 | 165

**TOTAL HOURS:** 190  335  525

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**B & I CERTIFICATIONS**

8513 NCMA (Certified Medical Assistant)

**COMMENTS:**

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**SIGNATURES:**

Student:

Instructor:

Instructional Coordinator:

Administrative:
**Program Plan of Study**

**Term:** FY16/17  
**Effective Date:** 8/10/2016  
**WEEKS OF INSTRUCTION:** 40  
**OCAS Code:** 9388  
**State Program Name:** Medical Services  
**CIP Code:** 51.0801  
**Cluster:** Health Science  
**CM Code:** HL0010022  
**Local Program Name:** Medical Assisting with Phlebotomy  
**Soc Code:** 31-9092 and 31-9097  
**CtsO:** HOSA  
**Tuition Rate:** HR/$4.00  
**Instructor:** Kadee Clark  
**Cohort:** 3(Nov)  
**Campus:** Health Science  
**Distance Education Percentage:** 10%  
**Required Grade:** "C" or better  
**PID #:** 89596  
**Room #:** 2120  

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**Student Name & ID#:**

**Student Type:** Adult

### Courses

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**Total Hours:** 245  
**HOURS:** 385  
**Total:** 630

**Course Certifications:**

- 8513 NCMA (Certified Medical Assistant)
- 8720 NCPT (Certified Phlebotomy Technician)

**Comments:**

**Signatures:**

- Student:
- Instructor:
- Instructional Coordinator:
- Administrative: