

Name: _____

ID: _____

Date: _____

Counselor Contact: _____

Major Requirements: 19 units

A letter grade of “C” or better is required in the following courses

CERTIFICATE OF ACHIEVEMENT (F.2122.CA)	C-ID	Units	Completed	In Progress	Planned
AHLTH 11, Healthcare Ethical Concepts		2			
*AHLTH 12 , Pharmacology		3			
*MA 4, Office Laboratory Procedures		2.5			
*MA 5, Diagnostic & Therapeutic Procedures		2.5			
*MA 6A, Clinical Training		3			
*MA 6B, Advanced Training		3			
*MA 19, Work Experience Education		3			

**Upon completion of these courses, students will be eligible to take the California Medical Assistant Certification Exam.*

PROGRAM DESCRIPTION:

The Clinical Medical Assistant, Certificate of Achievement, is an entry-level career in the medical field. This program is designed for the student who desires employment in medical facilities assisting practitioners with the diagnosis and treatment of patients.

Admission Policy:

Students enrolling in the Clinical Medical Assistant Program must meet all of the following conditions:

- Have no physical impairment that would preclude the performance of all Clinical Medical Assistant duties.
- Submit evidence of a physical examination by a licensed practitioner, immunization records, and tuberculosis clearance. Documentation will be requested prior to clinical placement during MA 19 course.
- Background checks may be required according to clinical placement facilities. A negative result may impact the student's ability to complete the Clinical Medical Assistant Program.
- Some of the above courses may have prerequisites. See the catalog or schedule of classes.

NOTES:

- ***The program is structured as cohorts. Most sections require students to register for MA 4, MA 5, MA 6A, and MA 6B in the same semester. There may be occasional stand-alone sections offered.***
- Student success in the Clinical Medical Assistant Program increases when the foundational courses are taken first. AHLTH 12, (Pharmacology), HIT 10 (Medical Terminology), and AHLTH 11 (Healthcare Ethical Concepts) should be taken prior to core Clinical Medical Assistant courses.
- If MA 1 has already been completed, it will meet the requirement for AHLTH 11.
- If MA 2 has already been completed, it will meet the requirement for AHLTH 12.
- Students must earn a letter grade of "C" or higher in all major courses and maintain a minimum 2.0 GPA.
- The Clinical Medical Assistant students and faculty work together to secure work experience sites for on-the-job-training.

- For more information, students should attend a Nursing & Allied Health Information Session and talk to a Health & STEM Pathway Counselor. Contact the Allied Health, Physical Education, & Athletics Division office, at apa@fresnocitycollege.edu for more information.
- The *Certificate of Achievement* requires completion of the major (19 units) with a “C” or better grade in each course.

FURTHER INFORMATION FOR CLINICAL MEDICAL ASSISTANT

- A Medical Assistant-Clinician (MA) assists the physician in examining and treating patients. The MA is usually a "back office" job as opposed to the "front office" Medical Assistant-Administrative person who performs the receptionist, clerical, and billing functions.
- Upon successful completion of the Clinical Medical Assistant program with an AS degree or certificate option students are eligible to apply for the California Medical Assisting Certification Examination and Registered Medical Assisting (RMA) examination.
- Enrollment into the Clinical Medical Assistant Program courses is first-come first-serve; there is not an application process. Students may register into the MA courses on Self-Service.
- Potential Salary - Prior to passing the California Medical Assistant Certification Exam: about \$18.00 per hour; After passing: salary varies depending on health care facilities.
- For further information, please refer to the following:
 - a. Research the Dictionary of Occupational Titles (D.O.T. 079.364-010 and -014, 079.367-010 and 079.374-018),
 - b. Research the Employment Development Department Labor Market Information Division at www.labormarketinfo.edd.ca.gov/
 - c. For additional information, please visit the American Association of medical Assistants website at www.AAMA-NTL.org

Recommended sequence of courses for Clinical Medical Assisting Program Two Semester and Three Semester options. All laboratory classes (MA 4, MA 5, MA 6A, and MA 6B) are scheduled at the Fresno City College West Fresno Center.

Classes are scheduled face-to-face and online:

Semester 1
AHLTH 11
AHTLTH 12
MA 4 (1 st nine week)
MA 5 (2 nd nine weeks)
MA 6A (1 st nine week)
MA 6B (2 nd nine weeks)
Semester 2
MA 19
HIT 10

Semester 1
HIT 10
AHLTH 11
AHLTH 12
Semester 2
MA 4 (1 st nine week)
MA 5 (2 nd nine weeks)
MA 6A (1 st nine week)
MA 6B (2 nd nine weeks)
Semester 3
MA 19