

SECTION I

SUBJECT AREA & COURSE NUMBER: Medical Assisting MED*131

COURSE TITLE: Clinical Medical Assisting

CATALOG COURSE DESCRIPTION

Focus of this course is on the clinical skills commonly utilized in medical settings. Includes sterile techniques, vital signs, and surgical instrument identification. Basic nutrition and diet therapies are included.

LECTURE HOURS PER WEEK: 3 CREDIT HOURS: 3

PREREQUISITE: BIO*115, CSA*105, MED*170, BOT*180

SECTION II

A. SCOPE

Course content will include the following:

1. Standard precautions
2. Physical measurements & vital signs
3. Assisting with health history & physical exams
4. Assisting with routine & specialty exams
5. Assisting with minor surgery/surgical asepsis
6. Assisting with Ophthalmology and Otolaryngology
7. Patient teaching – nutrition, diet therapy, use of equipment

B. REQUIRED WORK

Reading assignments from required textbook

Homework assignments from required student mastery workbook

Entry-level course requirement competencies

C. ATTENDANCE AND PARTICIPATION

Regular attendance and class participation are expected.

D. METHODS OF INSTRUCTION

As determined by instructor, may include lecture and discussion, demonstration, audio-visual tapes, patient care simulations, group practice and peer review

E. OBJECTIVES, OUTCOMES, AND ASSESSMENT

The following objectives and outcomes represent the department's core requirements for student achievement:

LEARNING OBJECTIVES	LEARNING OUTCOMES	ASSESSMENT METHODS
To demonstrate an understanding of:	Student will:	As measured by:
standard precautions	1.complete reading assignments 2.complete homework assignments correctly 3.practice handwashing 4.practice wrapping items for autoclaving 5.perform sterilization techniques	1.passing grade on tests 2.achievement of all related entry-level competencies set by instructor
physical measurements & vital signs	1.complete reading assignments 2.complete homework assignments correctly 3.practice taking signs & measurements 4.practice documentation	same as above
health history & physical exam assisting	1.complete reading assignments 2.complete homework assignments correctly 3.practice recording histories 4.practice patient positioning 5.practice preparing & maintaining exam/treatment areas 6.practice documentation	same as above
routine & specialty exam assisting, minor surgery/surgical asepsis assisting	1.complete reading assignments 2.complete homework assignments correctly 3.identify,arrange equipment & materials needed 4. practice sterile gloving 5.practice preparing a sterile field	same as above
assisting with ophthalmology & otolaryngology exams	1.complete reading assignments 2.complete homework assignments correctly 3.practice use of otoscope & ophthalmoscope 4.practice documentation	same as above
patient teaching – nutrition, diet therapy, use of equipment	1.complete reading assignments 2.complete homework assignments correctly 3.practice instructing patients according to their needs, for health maintenance and disease prevention, the use and care of patient equipment	same as above

F. REQUIRED TEXTS AND SUPPLIES

The following texts are appropriate:

Clinical Procedures for Medical Assistants, Bonewit-West, 7th Edition

Clinical Procedures for Medical Assistants Study Guide, Bonewit-West, 7th Edition

G. REQUIRED INFORMATION TECHNOLOGY: None Needed