



Medical Assistant Technology Program

Short Term Certificates: Phlebotomy (9 hours), Multi Care Technician (22 hours),
Administrative Medical Assistant (23 hours)

Long Term Certificate: Medical Assisting Technology (54-58 hours)
Option of AAS Degree in Medical Assisting Technology (63-68 hours)

The Southern Union State Community College Medical Assistant Technology Program is accredited by the Commission on Accreditation of Allied Education Programs(www.caahep.org) upon the recommendation of Medical Assisting Education Review Board (MAERB) www.maerb.org.

Valley Campus

Application Deadlines: Applications accepted until classes are filled.

Admission Requirements: In addition to the general admission requirements of the College, admission to the Medical Assistant program requires:

1. Health Sciences Information Session Attendance Verification. Register for session on Health Sciences webpage at www.suscc.edu.
2. Unconditional admission to the College.
3. Current or previous Southern Union students must have a minimum 2.0 GPA or higher at SUSCC.
4. Transfer students must enter SUSCC on clear academic status (cumulative 2.0 GPA).
5. Official transcripts in the Records office from ALL post-secondary institutions attended, along with high school transcript.
6. Eligibility for English 101 and Math 100 and satisfaction of the College reading requirement.
7. Submission of completed application for MAT Program before deadline.

Admission requirements and procedures may change without prior notice. Please check with Health Sciences Division and/or SUSCC website for updates.

For more information about admission to the program, contact:

Health Sciences Division
301 Lake Condy Road
Opelika, Alabama 36801
(334) 745-6437 ext. 5515 or 5519
healthsciences@suscc.edu

PHLEBOTOMY TECHNICIAN

Short Term Certificate

| <i>Courses</i> | <i>Credit</i> | <i>Semester Offered</i> |
|----------------------------------|---------------|-------------------------|
| MAT 125 Lab Procedures I | 3 hrs | SU |
| MAT 215 Lab Procedures II | 3 hrs | SU |
| MAT 239 Phlebotomy Preceptorship | 3 hrs | FA |

MULTI CARE TECHNICIAN

Short Term Certificate

| <i>Courses</i> | <i>Credit</i> | <i>Semester Offered</i> |
|---|---------------|-------------------------|
| MAT 111 Clinical Procedures I | 3 hrs | SP |
| MAT 205 Clinical Specialties for Medical Assistants | 4 hrs | SP |
| MAT 125 Lab Procedures I | 3 hrs | SU |
| MAT 215 Lab Procedures II | 3 hrs | SU |
| MAT 218 EKG Technician | 3 hrs | FA |
| MAT 239 Phlebotomy Preceptorship | 3 hrs | FA |
| HED 231 First Aid | 3 hrs | FA, SP, SU |

ADMINISTRATIVE MEDICAL ASSISTANT

Short Term Certificate

| <i>Courses</i> | <i>Credit</i> | <i>Semester Offered</i> |
|---|---------------|-------------------------|
| MAT 111 Clinical Procedures I | 3 hrs | SP |
| MAT 205 Clinical Specialties for Medical Assistants | 4 hrs | SP |
| HPS 105 Medical Terminology | 3 hrs | FA, SP, SU |
| MAT 216 Pharmacology for the Medical Office | 4 hrs | FA |
| OAD 214 Medical Office Procedures | 3 hrs | SP |
| OAD 215 Health Information Management | 3 hrs | FA |
| OAD 216 Advanced Health Information Management | 3 hrs | SP |



Medical Assistant Technology Program

Short Term Certificates: Phlebotomy (9 hours), Multi Care Technician (22 hours),
Administrative Medical Assistant (23 hours)

Long Term Certificate: Medical Assisting Technology (57-61 hours)
Option of AAS Degree in Medical Assisting Technology (63-68 hours)

MEDICAL ASSISTING TECHNOLOGY Long Certificate

| <i>SPRING: Semester I</i> | <i>Credit</i> | <i>Semester Offered</i> |
|--|----------------------|--------------------------------|
| MAT 111 Clinical Procedures I | 3 hrs | SP—Mini Term I |
| MAT 205 Clinical Specialties for Medical Assistants | 4 hrs | SP—Mini Term II |
| BIO 111 Survey of Human Biology (or sequence of BIO 201 and BIO 202) | 4 hrs | FA, SP, SU |
| ENG 101 English Comp I | 3 hrs | FA, SP, SU |
| <i>SUMMER: Semester II</i> | <i>Credit</i> | <i>Semester Offered</i> |
| MAT 125 Lab Procedures I | 3 hrs | SU—Mini Term I |
| MAT 215 Lab Procedures II | 3 hrs | SU—Mini Term II |
| HPS 105 Medical Terminology | 3 hrs | FA, SP, SU |
| HED 231 First Aid | 3 hrs | FA, SP, SU |
| <i>FALL: Semester III</i> | <i>Credit</i> | <i>Semester Offered</i> |
| MAT 216 Pharmacology for the Medical Office | 4 hrs | FA |
| MAT 218 EKG Technician | 3 hrs | FA |
| MAT 239 Phlebotomy Preceptorship Prerequisites: MAT 125, MAT 215 | 3 hrs | FA |
| OAD 215 Health Information Management | 3 hrs | FA |
| Phlebotomy Short Certificate and Multi Care Technician Short Certificate Awarded | | |
| <i>SPRING: Semester IV</i> | <i>Credit</i> | <i>Semester Offered</i> |
| OAD 214 Medical Office Procedures | 3 hrs | SP |
| OAD 216 Advanced Health Information Management Prerequisite: OAD 215 | 3 hrs | SP |
| IDS 102 Ethics | 3 hrs | FA, SP, SU |
| MTH 100 Inter. College Algebra (or higher level MTH course) | 3 hrs | FA, SP, SU |
| SPH 106 Fund of Oral Communication or SPH 107 Fund of Public Speaking | 3 hrs | FA, SP, SU |
| Administrative Medical Assistant Short Certificate Awarded | | |
| <i>SUMMER: Semester V</i> | <i>Credit</i> | <i>Semester Offered</i> |
| MAT 230 Medical Assisting Preceptorship Prerequisites: HPS 105, MAT 111, MAT 205, MAT 125, MAT 215, MAT 239, MAT 216, MAT 218, OAD 214, OAD 215, OAD 216 | 2 hrs | Final Semester |
| MAT 228 Medical Assistant Review Course | 1 hr | Final Semester |
| Medical Assistant Technology Long Certificate Awarded | | |

| <i>Additional Course Required for AAS Degree</i> | <i>Credit</i> | <i>Semester</i> |
|---|----------------------|------------------------|
| PSY 200 General Psychology | 3 hrs | FA, SP, SU |
| <i>Elective Options for AAS Degree</i> <i>Must select ONE of the following courses:</i> | <i>Credit</i> | <i>Semester</i> |
| NAS 100 Long Term Care for Nursing Assistants | 4 hrs | FA, SP, SU |
| PSY 210 Human Growth and Development | 3 hrs | FA, SP, SU |
| OAD 101 Keyboarding | 3 hrs | FA, SP, SU |
| CIS 146 Microcomputer Applications | 3 hrs | FA, SP, SU |

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