

MEDICAL ASSISTING (MDAS)

MDAS 1011 Administrative Medical Assisting (3 Credits)

This course covers the theory, practice and techniques of medical office management and an overview of the profession of medical assisting and its role in providing quality health care. Healthcare administrative functions, including: safety in the office environment, verbal and written communication techniques, telehealth, electronic medical records (EMR), medical records management, patient reception, scheduling, professionalism and legal and ethical issues will be emphasized. Emphasis is on daily office procedures, financial management, and computer literacy needed for the health care industry today.

Prerequisites: Eligibility for ENG 1010

Previous: Legacy Equivalent(s): MED* 111, MED* 114

MDAS 1012 Medical Insurance and Billing (3 Credits)

This course presents an overview of healthcare insurance and is designed to introduce the student to the history and development of payment systems, medical insurance, claims processing and billing issues in healthcare. Insurance terminology, healthcare reform, healthcare access, ethical, legal and compliance issues, regulatory requirements, the Health Insurance Portability and Accountability Act (HIPAA), and the eligibility and reimbursement benefit structure of a variety of insurance plans including Medicare, Medicaid, Managed Care, TRICARE, Commercial plans and Workers' Compensation will be covered. Course material and discussions will focus on the different types of insurance, federal and state regulations, referrals and prior authorizations. Manual and electronic recordkeeping, coding and billing and Current Procedural Terminology (CPT), Healthcare Common Procedural Coding System (HCPCS), and International Classification of Diseases (ICD) coding systems, will be compared using healthcare claims processing, medical office accounting practices and billing software.

Prerequisites: Eligibility for ENG 1010

Corequisite: Suggested: MDAS 1025

Previous: Legacy Equivalent(s): MED*112 or legacy Houstonian courses MED*113 and MED*115

MDAS 1025 Medical Terminology for Clinical and Administrative Professions (3 Credits)

This course introduces the language of healthcare. It will cover spelling, pronunciation and definitions of medical terms. Anatomy, physiology, major diseases, signs, symptoms, diagnoses, procedures, medications, treatments, and medical abbreviations will be introduced. The basic structure of medical terms including prefixes, suffixes, and word roots will be presented. Body systems are used as the organizational framework to present terminology.

Prerequisites: Eligible for ENG 1010

Previous: Legacy Equivalent(s): MED* 125, HIM* 101, BOT* 180

MDAS 1033 Clinical Medical Assisting (4 Credits)

This course covers the theory and practice of clinical skills used by the medical assistant in an outpatient environment. The course presents practices commonly performed in assisting with clinical procedures, developing communication skills between healthcare professionals and patients, and providing patient education. The course focuses on documentation, interview techniques, adult and pediatric physical exams, vital signs and measurements, and medical asepsis.

Prerequisites: Eligibility for ENG 1010

Prerequisite or corequisite: MDAS 1025

Additional fees may apply

Previous: Legacy Equivalent(s): MED* 133

MDAS 2016 Electronic Medical Records (3 Credits)

This course is designed to introduce the student to the basics of electronic medical records (EMR) software, focusing on the day-to-day operations. This course provides the student with the opportunity to put skills learned in previous coursework into practice. Students learn how to navigate Computer Physician/Provider Order Entry systems (CPOE), understand Health Insurance Portability and Accountability Act (HIPAA) and Health Information Technology for Economic and Clinical Health Act (HITECH), and how to avoid errors with Electronic Health Records (EHR) best practices by inputting data and running reports, in a simulated medical setting. Student to learn about EHR management practices and system interoperability. Telehealth, ePrescribing, and Scribing will be explored along with the impact of EMR on various areas of the healthcare system.

Prerequisites: Eligible for ENG 1010

Previous: Legacy Equivalent(s): HIM* 155, MED* 216

MDAS 2042 Clinical Procedures and Practices (4 Credits)

This course provides an introduction to clinical laboratory procedures, sterile technique and laboratory equipment. Basic diagnostic ambulatory tests for patient evaluation and treatment are studied, along with emergency care, nutrition, surgical techniques, wound care and specialty exams.

Prerequisites: MDAS 1025 and MDAS 1033, both with a 'C' or higher
Additional fees may apply

Previous: Legacy Equivalent(s): MED* 242

MDAS 2045 Clinical Laboratory Procedures (4 Credits)

Students will perform venous and capillary blood collection methods. Students will obtain the necessary skills to perform various diagnostic tests performed in ambulatory facilities including microbiology, immunology, hematology, chemistry and pulmonary function tests, routine urinalysis, and electrocardiograms. Students are required to purchase scrubs or a lab coat, to be worn in class.

Prerequisites: MDAS 1033 and MDAS 1025, both with a 'C' or higher
Additional fees may apply

Previous: Legacy Equivalent(s): MED* 245

MDAS 2050 Principles of Pharmacology (3 Credits)

This course is an examination of the more commonly prescribed medications as they relate to specific body systems. Topics include practices, procedures and laws governing the use, dispensing, and storage of pharmaceuticals. Terminology relating to drugs and the administration of drugs is emphasized. Medications will be correlated to pathology, common diseases, and treatments as related to body systems.

Prerequisites: Eligible for ENG 1010 and MATH 1002

Previous: Legacy Equivalent(s): MED* 250

MDAS 2050L Principles of Pharmacology Lab (1 Credits)

This course provides an overview of current and commonly used practices, procedures, medications, and supplements. Topics include legal and ethical implications, terminology and documentation, practices governing the use, dispensing, administration and storage of pharmaceuticals. Medication preparation, dosage calculation, and administration skills are developed. Patient education regarding safe administration, side effects, and interactions is emphasized. Presentation is organized according to drug classification and body systems.

Additional fees may apply

Previous: Legacy Equivalent(s): MED* 250L

MDAS 2095 Medical Assisting Practicum/Externship (4 Credits)

Preparation and work experience in an outpatient medical setting under the supervision of the facility staff and College instructor.

complete approximately 10 hours of seminar preparation for a minimum of 160-hour experience at an approved site. Practicum/externship experience of at least 160 contact hours enables students to apply the cognitive (knowledge) base and the psychomotor and affective objectives (competencies) they have learned, develop clinical proficiency, and assume responsibility for unpaid performance of clinical and administrative procedures in an ambulatory health care setting.

Students will prepare and are encouraged to apply for a certifying exam.

Students must have current cardiopulmonary resuscitation (CPR) and first aid certification during the entire practicum/externship experience.

Prerequisites: All Medical Assisting (MDAS) courses with a grade of 'C' or higher and permission of Program Coordinator

Previous: Legacy Equivalent(s): MED* 280